

AGENDA

BOARD OF MAYOR AND ALDERMEN

**August 03, 2021
Mayor and all Aldermen**

**7:30 p.m.
Aldermanic Chambers
City Hall (3rd Floor)**

1. Mayor Craig calls the meeting to order.
2. The Clerk calls the roll.
3. Presentation by Jodie Nazaka, Senior Planner, on the Nashua-Manchester (Capitol Corridor) Rail Project Downtown Station Location.
If the Board so desires, a motion would be in order to endorse the hybrid option.
4. HOPE Presentation by Schonna Green, Director of Homelessness Initiatives.

CONSENT AGENDA (ITEMS)

5. Mayor Craig advises if you desire to remove any of the following items from the Consent Agenda, please so indicate. If none of the items are to be removed, one motion only will be taken at the conclusion of the presentation.

Accept BMA Minutes

6. Minutes from the April 6, 2021 Public Participation and BMA meetings; the April 20, 2021 Public Participation, BMA and Finance meetings; the May 4, 2021 Public Participation, Special BMA and BMA meetings; and the May 18, 2021 Public Participation, BMA and Finance meetings.

Accept and Remand Funds

7. Donations of \$1,000 from the Gospel Baptist Church and \$500 from FIRST for the Fire Department.

Approve under supervision of the Department of Highways, subject to funding availability

8. Sidewalk Petitions

Residential 50/50:

- 357 Mitchell Street
- 70 McDuffie Street
- 1294 Beech Street
- 174 Riverdale Avenue
- 12 Linden Street
- 96 Brae Burn Drive

Commercial 50/50:

- Summit Place Condominium Association (Robert Court)

Information to be Received and Filed

9. Communication from Comcast regarding the FCC's Emergency Connectivity Fund.
10. Communication from Xfinity regarding a change to TV services.
11. Communication from the President and CEO of Associated Builders and Contractors regarding project labor agreements for ARPA funded projects.
12. Communication from Peter Chiesa, Deputy City Solicitor, providing an update on pending lawsuits against the City.

REFERRALS TO COMMITTEES

COMMITTEE ON FINANCE

13. Resolutions:

“Amending the FY 2021 Community Improvement Program, authorizing and decreasing funds in the amount of Three Hundred Thirty Nine Thousand Two Hundred Dollars (\$339,200) for the FY 2021 CIP 410821 Emergency Management Equipment & Supplies.”

“Amending the FY2022 Community Improvement Program, authorizing and appropriating funds in the amount of Four Million One Hundred Thousand Dollars (\$4,100,000) for the FY 2022 CIP 712022 FY2022 30" Water Main Installation-Londonderry Tanks to Rt 28.”

14. Bond Resolution:

“Authorizing Bonds, Notes or Lease Purchases in the amount of Five Million Dollars (\$5,000,000) for the 2022 CIP 712122 Replacement of Fire Station 9 (Calef Rd Station) (DPW Facilities).”

REPORTS OF COMMITTEES

**COMMITTEE ON ACCOUNTS, ENROLLMENT & REVENUE
ADMINISTRATION**

15. Advising that the update on the Revolving Loan Fund, has been accepted.
(Unanimous vote with the exception of Aldermen Hirschmann and Terrio who were absent)

16. Advising that the Finance Department reports:

- Accounts receivable over 90 days
- Aging report
- Outstanding receivables

have been accepted.

(Unanimous vote with the exception of Aldermen Hirschmann and Terrio who were absent)

17. Recommending that ordinance amendments:

"Amending Chapter 32: Boards, Commissions and Departments of the Code of Ordinances of the City of Manchester by adding Section 32.130 to establish a Housing Commission."

“Amending Chapter 39: Procurement Code of the City of Manchester by adding a new item under §39.05 (C) to include language regarding inclusion.”
ought to pass and be enrolled.

(Unanimous vote with the exception of Aldermen Hirschmann and Terrio who were absent)

COMMITTEE ON ADMINISTRATION/INFORMATION SYSTEMS

- 18.** Recommending that a request from Chris Proulx, Public Utilities Coordinator, to update the policy for correcting and changing addresses, approve address numbering changes on Straw Road, and refer the proposed Straw Road address corrections to a public hearing be approved.
(Unanimous vote with the exception of Aldermen Shaw and Stewart who were absent)
- 19.** Recommending that Ordinance amendments updating Chapter 54: Storm Water of the Code of Ordinances proposed by the Environmental Protection Division be approved and referred to the Committee on Bills on Second Reading for technical review.
(Unanimous vote with the exception of Aldermen Shaw and Stewart who were absent)
- 20.** Advising that they have reviewed the communication from Alderman Sharonov proposing a Charter amendment to Section 2.05(b) of the City Charter governing vacancies in the office of alderman, and recommending that in lieu of a charter amendment, the Board adopt a policy that should a vacancy occur in the office of alderman the remaining aldermen shall schedule a single election for all registered candidates as soon as practicable.
(Unanimous vote with the exception of Aldermen Shaw and Stewart who were absent)

COMMITTEE ON COMMUNITY IMPROVEMENT

- 21.** Recommending that the amending resolution and budget authorization providing for a decrease in funding of \$339,200 for CIP 410821 Emergency Management Equipment & Supplies be approved.
(Unanimous vote with the exception of Alderman Roy who was absent)
- 22.** Recommending that the amending resolution and budget authorization providing for the acceptance and expenditure of funds in the amount of \$4,100,000 for CIP 712022 FY22 30" Water Main Installation-Londonderry Tanks to Rt. 28 be approved.
(Unanimous vote with the exception of Alderman Roy who was absent)

23. Recommending that the bond resolution and budget authorization providing for the acceptance and expenditure of funds in the amount of \$5,000,000 for CIP 712122 Replacement of Fire Station 9 (Calef Road) be approved.
(Unanimous vote with the exception of Alderman Roy who was absent)
24. Recommending that the summary of abatement requests submitted by Fred McNeil, Chief Engineer, be approved.
(Unanimous vote with the exception of Alderman Roy who was absent)
25. Recommending that the communication from Leon LaFreniere, Planning & Community Development Director, requesting a change in the administering department from The Way Home to Easter Seals for various CIP projects be approved.
(Unanimous vote with the exception of Alderman Roy who was absent)
26. Recommending that the request from the property owner of 104 Parker Street for subordination of a City lien in the amount of \$37,859 be approved.
(Unanimous vote with the exception of Alderman Roy who was absent)
27. Recommending that the request from the property owner of 329 Douglas Street for subordination of a City lien in the amount of \$20,000 be approved.
(Unanimous vote with the exception of Alderman Roy who was absent)

COMMITTEE ON HUMAN RESOURCES/INSURANCE

28. Recommending that the request to reclassify the Assistant Water Works Treatment Plant Maintenance Supervisor and Traffic Operations Superintendent from a grade 19 to a grade 20 be approved.
(Unanimous vote)
29. Recommending that the request to remove one (1) vacant Equipment Service Technician II, grade 14, and add one (1) new Equipment Mechanic I, grade 16, be approved.
(Unanimous vote)

COMMITTEE ON PUBLIC SAFETY, HEALTH AND TRAFFIC

30. Advising that they have directed the Solicitor to send a letter to the property owner of 388 Elgin Avenue regarding nuisance issues relative to the dirt bike track.
(Unanimous vote)
31. Advising that the request from St. George Greek Orthodox Cathedral for No Parking signs at various locations, 10 Handicap signs on Hanover Street, and the delivery of 60 traffic cones for the parking lot was approved.
(Unanimous vote)
32. Recommending that the following traffic regulations be approved:
NO PARKING ANYTIME
On Douglas Street, east side, from a point 500 feet north of 365 Douglas Street to a point 100 feet north
Alderman Gamache
On Garden Drive (west entrance), west side, from Dunbarton Road to a point 50 feet north Alderman Hirschmann
On Holt Avenue, south side, from Eastwood Way to a point 40 feet west
Alderman Sharonov
On Laurel Street, south side, from Hall Street to a point 70 feet west
On Dearborn Street, south side, from Taylor Street to a point 120 feet west
Alderman Sapienza
On South Lincoln Street, west side, from Boisvert Street to a point 55 feet south
Alderman Shaw
COMMERCIAL MOTOR VEHICLES PROHIBITED
On Peabody Avenue between Candia Road and Phinney Avenue
Alderman Sharonov
STOP SIGNS-4-WAY (NOT RECOMMENDED BY DPW; REVIEW ATTACHED)
On Page Street at Laydon Street - SEC, NWC
Alderman Sharonov
RESCIND NO PARKING ANYTIME
On Dearborn Street, south side, from a point 40 feet west of Taylor Street to a point 80 feet west (Ord. 10727)
Alderman Sapienza
(Unanimous vote; Alderman Barry voted in opposition to the 4-Way stop sign on Page Street)

LADIES AND GENTLEMEN, HAVING READ THE CONSENT AGENDA, A MOTION WOULD BE IN ORDER THAT THE CONSENT AGENDA BE APPROVED.

REGULAR BUSINESS

33. Communication from Dan Leclerc informing the Mayor of his resignation from the Planning Board effective 7/15/2021.

Ladies and Gentlemen, what is your pleasure?

34. Communication from Marion Russell advising the Board of her resignation as a Manchester Housing & Redevelopment Authority Commissioner.

Ladies and Gentlemen, what is your pleasure?

35. Nomination for the vacant Ward 12 Board of School Committee position.

36. Nomination(s) to be presented by Mayor Craig, if available.

37. Confirmation(s) to be presented by Mayor Craig:

Parks and Recreation Commission

Erika Connors as a regular member, term to expire July 1, 2024

Tammy Harrison as a regular member, term to expire July 1, 2024

Heritage Commission

Raymond Clement as a regular member, term to expire July 1, 2024

Benjamin Pasley as a regular member, term to expire July 1, 2024

Linda Miccio as an alternate member, term to expire July 1, 2024

Manchester Developmental Corporation

Matt Wilhelm as a regular member, term to expire March 11, 2023

Board of Health

Dr. Robert Ross as a regular member, term to expire July 1, 2024

Ladies and Gentlemen, what is your pleasure?

38. Communication from the NH Department of Transportation regarding the sale of state-owned land at 915 Bodwell Road (Tax Map 832, Lot 13A).

Ladies and Gentlemen, what is your pleasure?

39. Communication from Leon LaFreniere, Planning & Community Development Director, requesting that the Finance Director and City Solicitor be authorized to secure professional services for an independent audit of Intown Manchester's financial records.

Ladies and Gentlemen, what is your pleasure?

40. Report(s) of the Committee on Community Improvement, if available.

Ladies and Gentlemen, what is your pleasure?

41. A motion is in order to recess the meeting to allow the Committee on Finance to meet.

42. Mayor Craig calls the meeting back to order.

43. Report(s) of the Committee on Finance, if available.

Ladies and Gentlemen, what is your pleasure?

44. Report(s) of the Committee on Human Resources/Insurance, if available.

Ladies and Gentlemen, what is your pleasure?

45. Report(s) of the Committee on Public Safety, Health and Traffic, if available.

Ladies and Gentlemen, what is your pleasure?

46. Resolutions: **(A motion is in order to read by titles only.)**

“Amending the FY 2021 Community Improvement Program, authorizing and decreasing funds in the amount of Three Hundred Thirty Nine Thousand Two Hundred Dollars (\$339,200) for the FY 2021 CIP 410821 Emergency Management Equipment & Supplies.”

“Amending the FY2022 Community Improvement Program, authorizing and appropriating funds in the amount of Four Million One Hundred Thousand Dollars (\$4,100,000) for the FY 2022 CIP 712022 FY2022 30" Water Main Installation-Londonderry Tanks to Rt 28.”

If the Board so desires, a motion would be in order that the resolutions ought to pass and be enrolled.

47. Bond Resolutions: (A motion is in order to read by titles only.)

“Authorizing Bonds, Notes or Lease Purchases in the amount of Fifty Four Thousand Dollars (\$54,000) for the 2022 CIP 510122 Canal Park Construction (DPW Parks).”

“Authorizing Bonds, Notes or Lease Purchases in the amount of One Hundred Twenty Five Thousand Dollars (\$125,000) for the 2022 CIP 510222 Dorrs Pond Dam Safety Repair (DPW Parks).”

“Authorizing Bonds, Notes or Lease Purchases in the amount of One Hundred Twenty Five Thousand Dollars (\$125,000) for the 2022 CIP 510422 Livingston Pool Repair (DPW Parks).”

“Authorizing Bonds, Notes or Lease Purchases in the amount of Seventy Five Thousand Dollars (\$75,000) for the 2022 CIP 510522 Pine Grove Cemetery Expansion (DPW Parks).”

“Authorizing Bonds, Notes or Lease Purchases in the amount of Two Hundred Thousand Dollars (\$200,000) for the 2022 CIP 510622 Playground Replacement (DPW-Parks).”

“Authorizing Bonds, Notes or Lease Purchases in the amount of Five Hundred Thousand Dollars (\$500,000) for the 2022 CIP 510722 Valley Cemetery Deferred Maintenance—P&R (DPW Parks).”

"Authorizing Bonds, Notes or Lease Purchases in the amount of Two Hundred Fifty Thousand Dollars (250,000) for the 2022 CIP 510822 FY22 Deferred Maintenance Program - P&R (DPW Parks)"

“Authorizing Bonds, Notes or Lease Purchases in the amount of One Hundred Fifty Thousand Dollars (\$150,000) for the 2022 CIP 510922 New Landscape and Irrigation (DPW-Facilities).”

“Authorizing Bonds, Notes or Lease Purchases in the amount of Three Hundred Thousand Dollars (\$300,000) for the 2022 CIP 511022 Playground Replacement (DPW Parks –Schools).”

“Authorizing Bonds, Notes or Lease Purchases in the amount of Five Hundred Thousand Dollars (\$500,000) for the 2022 CIP 511122 School Parking Lot Rehabilitation-P&R (DPW-Parks). ”

“Authorizing Bonds, Notes or Lease Purchases in the amount of Five Hundred Seventy Five Thousand Dollars (\$575,000) for the 2022 CIP 710522 Purchase of 5 Buses (MTA).”

"Authorizing Bonds, Notes or Lease Purchases in the amount of Fifty Thousand Dollars (\$50,000) for the 2022 CIP 710922 MER Program (Fleet)."

"Authorizing Bonds, Notes or Lease Purchases in the amount of Five Hundred Sixty Nine Thousand Seven Hundred Ninety Eight Dollars (\$569,798) for the 2022 CIP 710922 MER Program (Police Dept.)."

"Authorizing Bonds, Notes or Lease Purchases in the amount of One Million Three Hundred Thousand Dollars (\$1,300,000) for the 2022 CIP 710922 MER Program (Public Works)."

“Authorizing Bonds, Notes or Lease Purchases in the amount of One Million Two Hundred Thousand Dollars (\$1,200,000) for the 2022 CIP 710922 MER Program (Fire Dept.). ”

“Authorizing Bonds, Notes or Lease Purchases in the amount of One Million Dollars (\$1,000,000) for the 2022 CIP 711422 Riverwalk/Heritage Trail Construction (DPW Highway).”

“Authorizing Bonds, Notes or Lease Purchases in the amount of Six Hundred Thousand Dollars (\$600,000) for the 2022 CIP 711522 Deferred Maintenance-Municipal (DPW Facilities).”

“Authorizing Bonds, Notes or Lease Purchases in the amount of Three Million Dollars (\$3,000,000) for the 2022 CIP 711622 FY22 Deferred Maintenance-Facilities (DPW Facilities—Schools).”

“Authorizing Bonds, Notes or Lease Purchases in the amount of One Million One Hundred Three Thousand Six Hundred Fifty Two Dollars (\$1,103,652) for the 2022 CIP 810522 Various Technology Projects (Information Systems).”

If the Board so desires, a motion would be in order that the bond resolutions ought to pass and be enrolled.

48. Ordinances: (A motion is in order to read by titles only.)

“Amending Chapter 39: Procurement Code of the City of Manchester by adding a new item under §39.05 (C) to include language regarding inclusion.”

“Amending Chapter 32: Boards, Commissions and Departments of the Code of Ordinances of the City of Manchester by adding Section 32.130 to establish a Housing Commission.”

“Amending Section 33.025 & 33.026 (Traffic Operations Superintendent) of the Code of Ordinances of the City of Manchester.”

“Amending Section 33.025 & 33.026 (Assistant WWTP Maintenance Supervisor) of the Code of Ordinances of the City of Manchester.”

“Amending Section 33.026 (Equipment Mechanic I) of the Code of Ordinances of the City of Manchester.”

These ordinances having had their final reading by title only, the question is on passing same to be ordained.

49. A motion would be in order to recess the meeting pursuant to RSA 91-A:2, I(a) for strategy or negotiations with respect to collective bargaining. A roll call vote is required.

NEW BUSINESS

ADJOURNMENT

50. If there is no further business, a motion is in order to adjourn.



CITY OF MANCHESTER

PLANNING AND COMMUNITY DEVELOPMENT

Planning & Land Use Management
Building Regulations
Code Enforcement Division
Community Improvement Program
Zoning Board of Adjustment

Leon L. LaFreniere, AICP
Director

Pamela H. Goucher, AICP
Deputy Director Planning & Zoning

Michael J. Landry, PE, Esq.
Deputy Director Building Regulations

July 26, 2021

Board of Mayor and Aldermen
One City Hall Plaza
Manchester, New Hampshire 03101

Re: Nashua – Manchester (Capitol Corridor) Rail Project Downtown Station Location

Dear Honorable Board Members:

In February of 2021, City Staff was contacted by AECOM, a New Hampshire Department of Transportation (NHDOT) consultant on the Nashua – Manchester (Capitol Corridor) rail project. NHDOT has contracted with AECOM to complete the design, environmental review, and financial plan for the Commuter Rail extension from MA to NH. The current engineering and public outreach contract will build upon the substantial planning and analysis completed in 2014.

NHDOT is studying the return of passenger rail service by improving the existing rail line. The rail corridor expansion will provide an alternative to congestion on I-93/Rt3 by extending Lowell Service to Nashua and Manchester and will include several station locations. The extension will consist of stations at Downtown Manchester, Manchester-Boston Regional Airport, Crown Street Nashua, and South Nashua (Spit Brook Rd or Pheasant Lane Mall).

NHDOT and their consultant held a series of Manchester stakeholder meetings to discuss a potential downtown station location and layover facility as part of the design and financial planning process. These stakeholder meetings were held on May 25 and June 23 and included representatives from the Mayor's office, Ward 3 Alderman Patrick Long, Alderman At Large Daniel O'Neil, the Highway Department, Manchester Transit Authority, the City Assessor's Office, the Planning and Community Development Department, and the Southern New Hampshire Planning Commission.

After much discussion, NHDOT presented the Manchester Stakeholders with a hybrid option (see attached slide deck). In the hybrid option, the north end is accessible near Granite Street, and the south end is accessible near Valley Street. The stakeholders agreed that the proposed hybrid option locates a rail stop nearest the downtown while maintaining access at Depot Street and supports the future creation of an intermodal facility in the Valley Street area.

Now that the Manchester stakeholders have determined the hybrid option as the preferred site, NHDOT is seeking endorsement by the Manchester Board of Mayor and Alderman. Endorsement of the hybrid option allows NHDOT to continue refining the proposed extension's financial plan and design.

One City Hall Plaza, Manchester, New Hampshire 03101
Phone: (603) 624-6450 Fax: (603) 624-6529
E-Mail: pcd@manchesternh.gov
www.manchesternh.gov

Following the Board's endorsement of the station/platform location, the Manchester stakeholder group will reconvene to determine a preferred location for the layover facility. The layover facility is where trains are stored between the last trip and the first trip of each day. The preferred layover facility location will be presented to the Board for endorsement, similar to this process for the station/platform location.

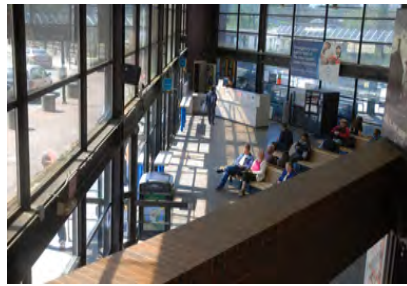
Attached with this letter is a slide deck and copy of the Purpose And Need report prepared by NHDOT. City staff and a representative from NHDOT will be available during the meeting to answer questions from the Board.

Sincerely,



Jodie Nazaka, AICP
Senior Planner

cc: Mayor's Office (via email)
Highway Department (via email)
City Assessor's Office (via email)
Manchester Transit Authority (via email)
Ward 3 Alderman, Patrick Long
Alderman-At-Large, Daniel O'Neil (via email)
Southern New Hampshire Planning Commission (via email)
New Hampshire Department of Transportation (via email)
AECOM (via email)



Nashua-Manchester (Capitol Corridor) Project Development Phase

Manchester Station and Layover Facility Options — Briefing Packet

July 16, 2021



Background: *Project Objectives*

- Provide alternative to congestion on I-93/Rt3 by extending Lowell Service to Nashua and Manchester
- Improve bi-directional access to jobs & housing
- Perform an Environmental Assessment
- 30% design for 30-mile extension of Lowell Line
 - Four new stations and one layover facility
- Create a detailed and sustainable Financial Plan

Manchester Station Options: Operational Requirements and Design Criteria

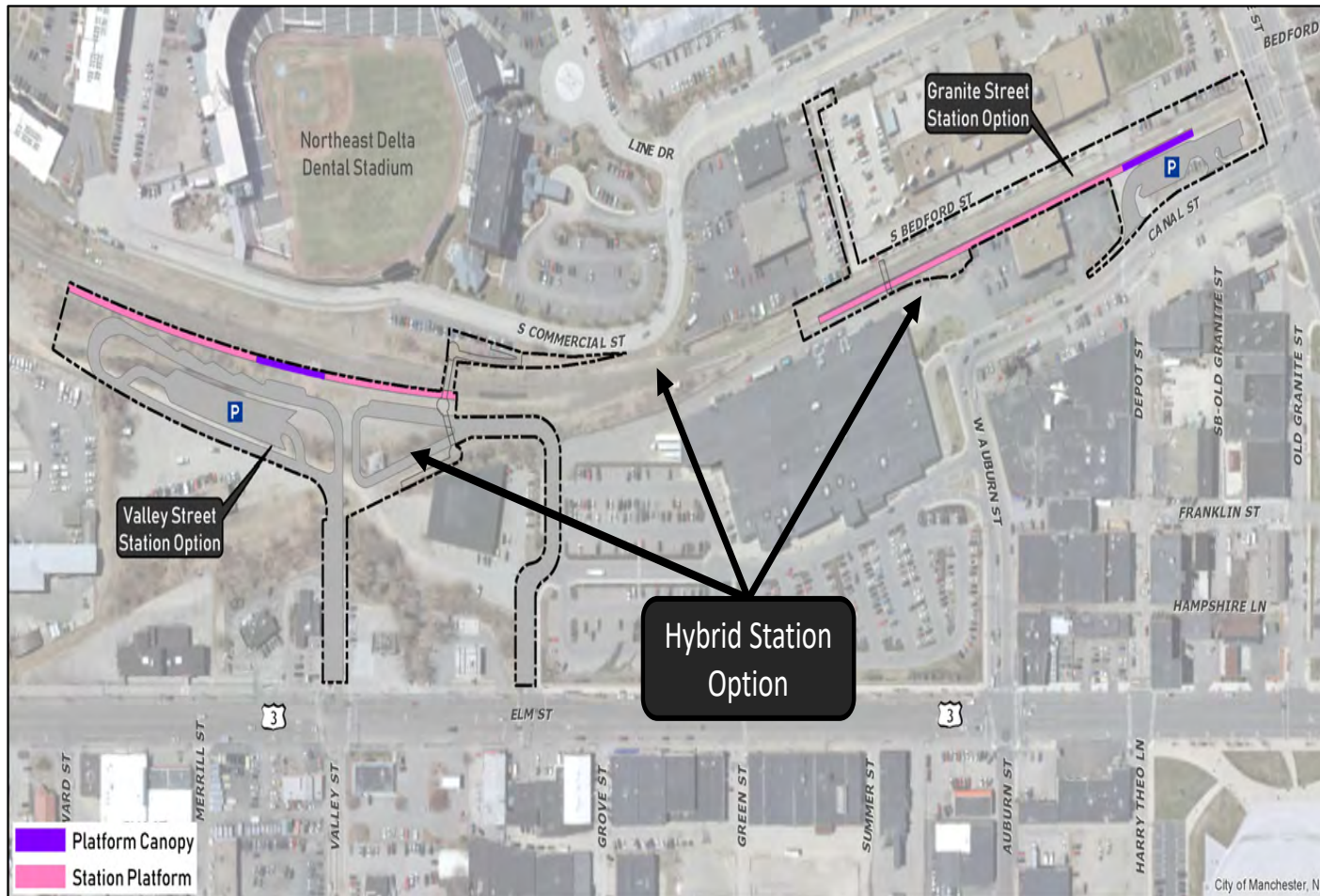
Operational Requirements

- Manchester is a terminus station
- Separate station track desirable to avoid freight conflicts
- MBTA is assumed operator

Design Criteria

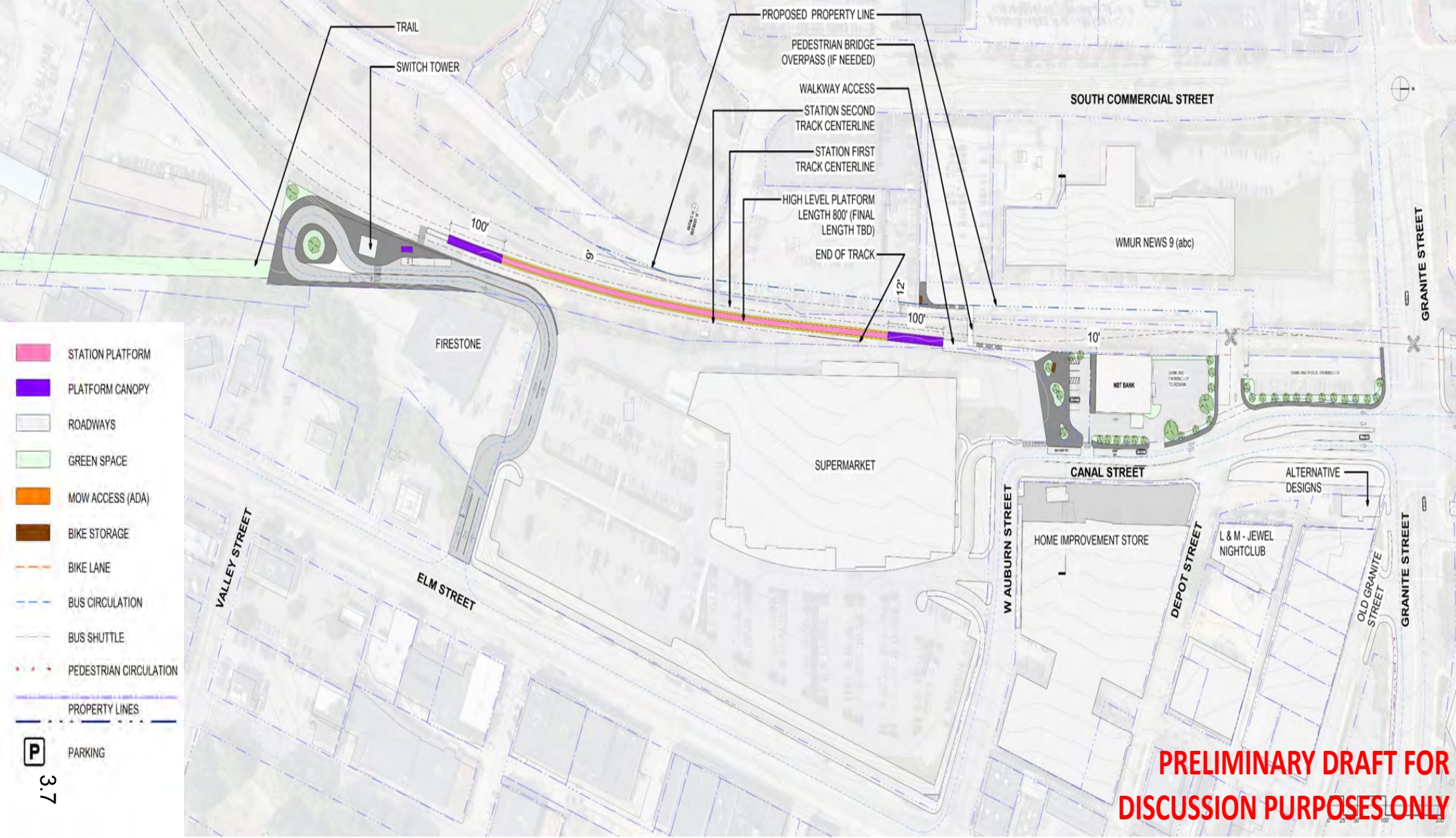
- Design pursuant to MBTA and federal standards (CFR Title 49 vol. 1 §37.41-37.43)
- Boarding must occur by use of one or more of the following means:
 - Level-entry boarding; Car-borne lifts; bridge plates, ramps or other appropriate devices; Mini-high platforms, with multiple mini-high platforms or multiple train stops, as needed; or Station-based lifts

Manchester Station Options: Overview

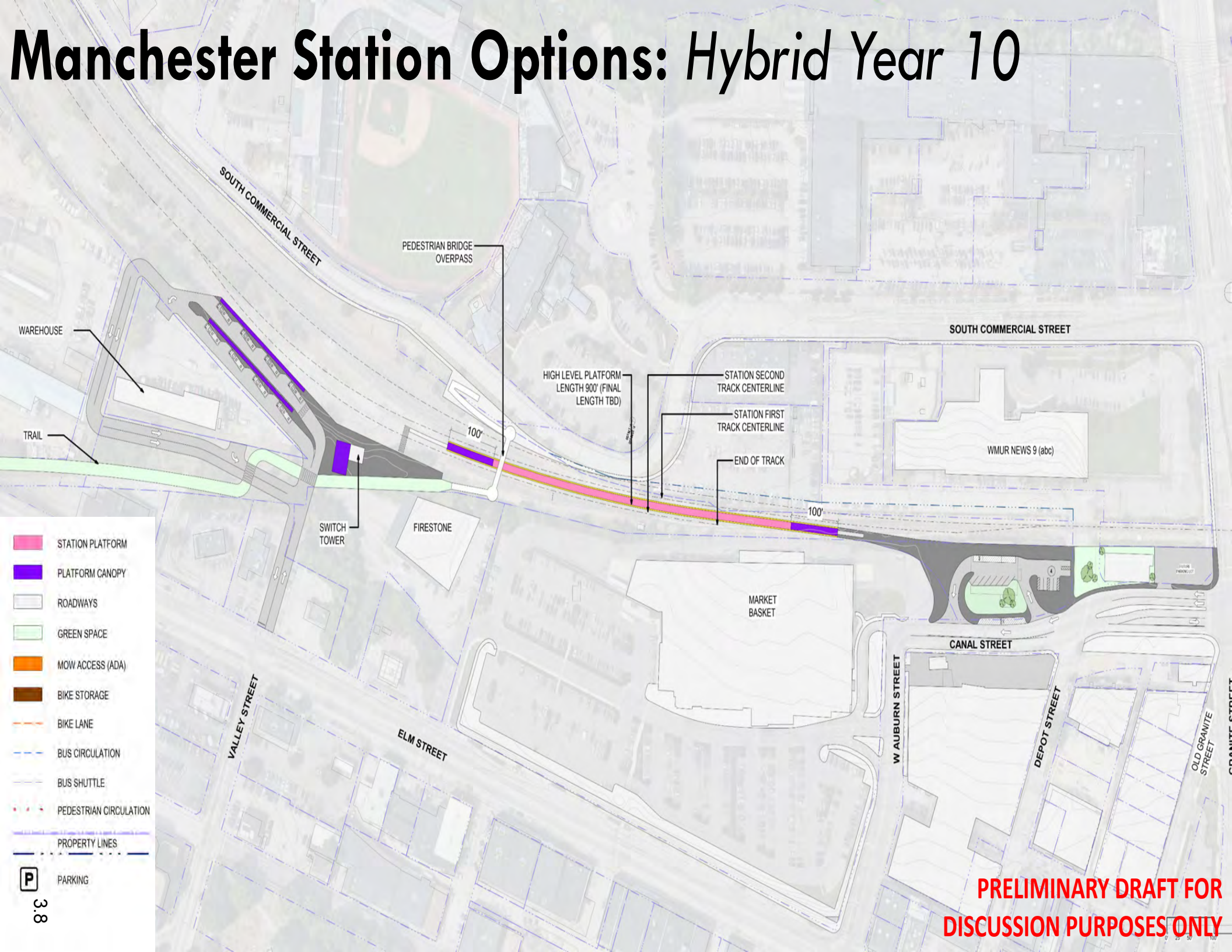


- Preliminary options included a Granite Street option and a Valley Street option
- Collaboration with the City led to the creation of a Hybrid option
- The platform of the Hybrid option spans between the two sites and can be expanded from near-term (Year 1) to longer-term (Year 10) layout

Manchester Station Options: *Hybrid Year 1*



Manchester Station Options: *Hybrid Year 10*



**PRELIMINARY DRAFT FOR
DISCUSSION PURPOSES ONLY**

Manchester Land Impacts: *Hybrid Year 1*



Total Land Impact:
88,926 SF.

Note: Land impacts shown are approximate based on preliminary conceptual station layouts and subject to change as station concepts are further defined and developed.



Hybrid Year 10 total land impact
inclusive of impacts common to
Year 1

Note: Land impacts shown are approximate based on preliminary conceptual station layouts and subject to change as station concepts are further defined and developed.

NASHUA – MANCHESTER 40818 (CAPITOL CORRIDOR)

PURPOSE AND NEED

June 29, 2021

Prepared for:

New Hampshire Department of Transportation



Prepared by:

AECOM Technical Services, Inc.
1155 Elm Street, Suite 401
Manchester, NH 03101
aecom.com

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Purpose and Need Statement

1. Purpose

The purpose of the Nashua-Manchester project (the Project) is to diversify mobility options that connect the southern New Hampshire region with the population, employment and commercial centers in the Greater Boston area, reduce congestion, emissions and travel time, and provide mobility options that promote equity and support demographic trends and preferences in the study area corridor.

The Project's purpose is consistent with the general Mission Statement of the New Hampshire Department of Transportation (NHDOT). NHDOT describes its mission as providing "transportation excellence enhancing the quality of life in New Hampshire," and its purpose as follows: "Transportation excellence in New Hampshire is fundamental to the state's economic development and land use, enhancing the environment, and preserving the unique character and quality of life. The Department will provide safe and secure mobility and travel options for all of the state's residents, visitors, and goods movement, through a transportation system and services that are well maintained, efficient, reliable and provide seamless interstate and intrastate connectivity."

2. Need

Projected population growth will result in increased roadway congestion. As population density increases over the coming years, an increased number of multi-modal transportation options to Boston, the region's largest employment center, will be critical in light of anticipated increases in roadway congestion, particularly along I-93 and Route 3.

As shown in Table 1, population growth in New Hampshire and Massachusetts from 2010-2020 was higher than overall growth in New England and the Northeast (New England, NY, NJ, PA). The affected counties in the study area corridor have grown at rates higher than their overall state growth rates. Population projections from 2020-2040 forecast continued growth in the Massachusetts employment centers, particularly in the greater Boston area, higher than statewide expectations. The exception is the city of Lowell. In New Hampshire growth in the study area corridor is also expected to continue, although not at a rate higher than the statewide forecast as was the case in the previous decade.

Employment growth followed a similar pattern during the 2010-2020 period, with the study area growing at a faster pace than regional and statewide growth. Employment forecasts, though not as robust as in the previous decade, still generally follow the pattern of study area growth outpacing statewide projections.

During the previous decade infrastructure improvements, especially multimodal options, did not keep pace with demands associated with population and employment growth. Investment in non-roadway infrastructure is necessary to combat the increasing roadway congestion resulting from this growth.

Prior to the pandemic, the Boston region was identified by INRIX as having the worst traffic congestion in the United States,¹ with nearly 150 hours per year lost due to vehicle delays. Study area residents employed in greater Boston have few options to avoid these conditions.

Highway performance data for 2019 from the Boston Metropolitan Planning Organization (MPO) Central Transportation Planning Staff (CTPS) for a representative AM condition is illustrated in Figure 1 below. The data is provided in four-hour peak periods and shows that congestion on routes leading into greater Boston are congested well beyond a single peak hour, and further confirms the difficulty of passenger vehicle travel in the region.

Table 1: Population and Employment Growth

	Population Growth 2010-2020²	Estimated Population Growth 2020-2040³	Employment Growth 2010-2018⁴	Estimated Employment Growth 2020-2040⁵
United States	6.52%	12.29%	12.48%	3.71%
Northeast	0.85%	NA	10.39%	NA
New England	2.77%	NA	10.27%	NA
Massachusetts	4.98%	6.44 %	13.80%	2.33%
New Hampshire	3.76%	6.14%	10.43%	5.29%
Hillsborough County, NH	3.98%	5.33%	12.82%	6.55%
Middlesex County, MA	6.90%	7.07%	14.88%	3.17%
Suffolk County, MA	10.77%	15.27%	21.26%	7.62%
Manchester, NH	2.79%	4.03%	12.46%	7.36%
Bedford, NH	6.54%	9.50%	30.48%	NA
Nashua, NH	3.22%	4.07%	8.32%	5.14%
Lowell, MA	3.95%	-1.34%	25.39%	-0.83%
Woburn, MA	2.98%	12.52%	8.25%	-0.21%
Boston, MA	11.52%	14.52%	21.68%	7.96%
Cambridge, MA	13.26%	12.03%	24.87%	4.90%

Source: U.S. Census Bureau Population Division, Annual Estimates of the Resident Population for the United States, Regions and States (December 2020), Annual Estimates of the Resident Population for Counties (March 2020).

NA – Not available

¹ <https://inrix.com/press-releases/2019-traffic-scorecard-us/>

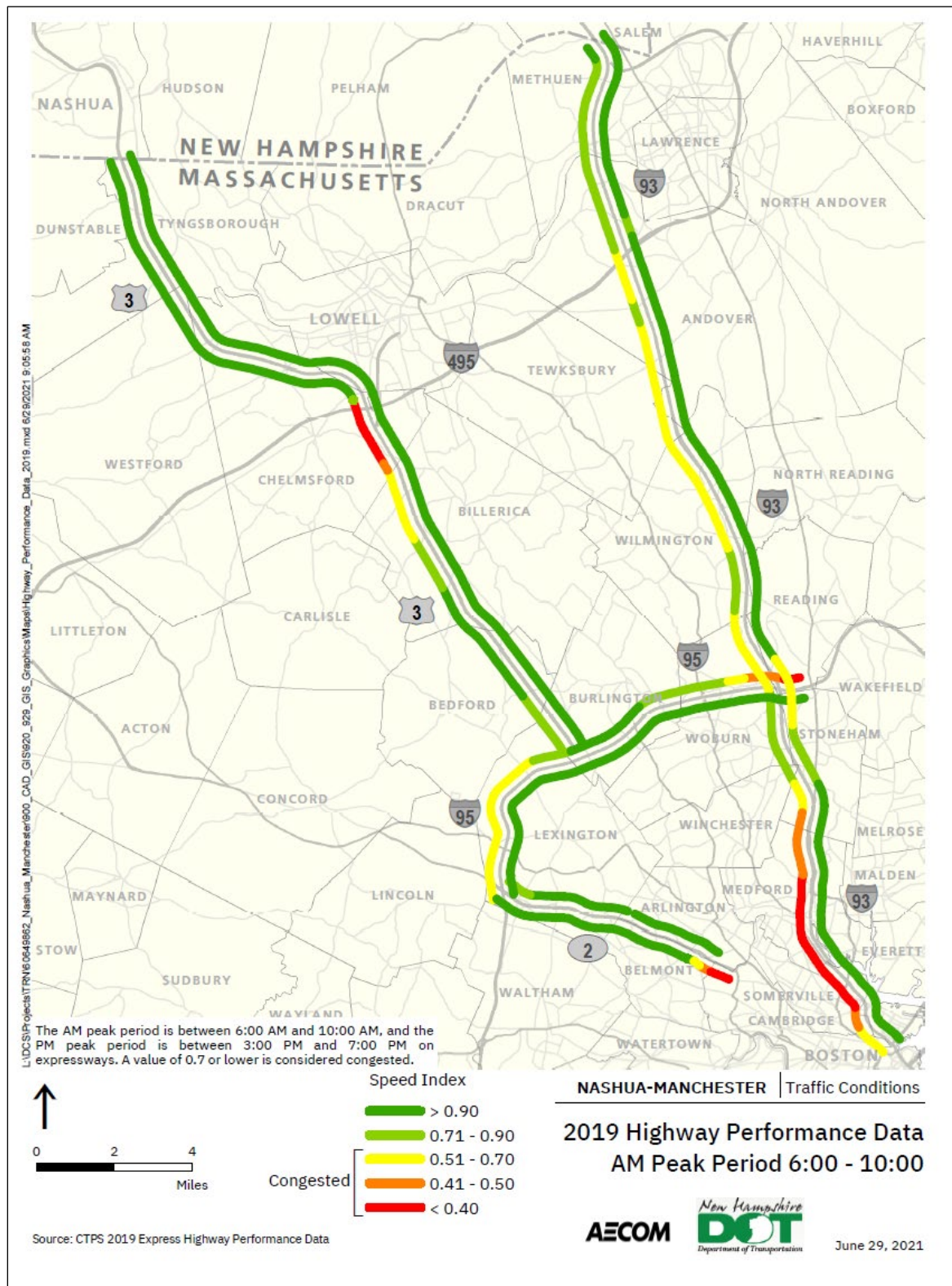
² U.S. Census County and Cities/Places Annual Estimates only available through 2019.

³ Massachusetts statewide, county and city population growth projections from MAPC/UMass Donahue Institute, "DOT Vintage 2018 City/Town Totals." New Hampshire statewide, county and city population growth projections from New Hampshire Office of Energy and Planning (OEP), "State of New Hampshire County Population Projections, By Municipality," September 2016.

⁴ U.S. Census Bureau, Center for Economic Studies, Longitudinal Employer-Household Dynamics, "On the Map," December 2020.

⁵ Massachusetts statewide, county and city employment growth projections from MAPC/UMass Donahue Institute, "Socio-economic Projections for 2020 Regional Transportation Plans," 2018. New Hampshire statewide, county and city employment growth projections from New Hampshire Employment Security, Economic and Labor Market Information Bureau, "Employment Projections by Planning Region and Counties, 2018-2028."

Figure 1: 2019 Highway Performance Data



Source: CTPS

The robust growth in regional and study area corridor population and employment in the past decade, and continued projections for growth in the coming decades, suggests that commuting patterns will continue to include New Hampshire residents seeking and securing employment in the greater Boston area, and that these commuters will continue to require travel options other than the regional roadway network.

Southern New Hampshire's existing transportation network provides limited connections with dedicated transit facilities in Greater Boston. Increased levels of corridor transit investment will improve local and regional mobility by linking travelers to the network of existing transportation modes in southern NH and greater Boston: roadway, bus, commuter rail, heavy rail, light rail, bicycles, and airplanes. These increased linkages will improve ridership and usage across all of the modes, while promoting sustainable mobility.

Transformative infrastructure improvements such as regional commuter rail, bus-on-shoulder and other measures have yet to be implemented in NH, leaving passenger vehicle use and commuter bus service as the primary transportation options in the study area corridor, both of which are subject to significant roadway congestion and delay.

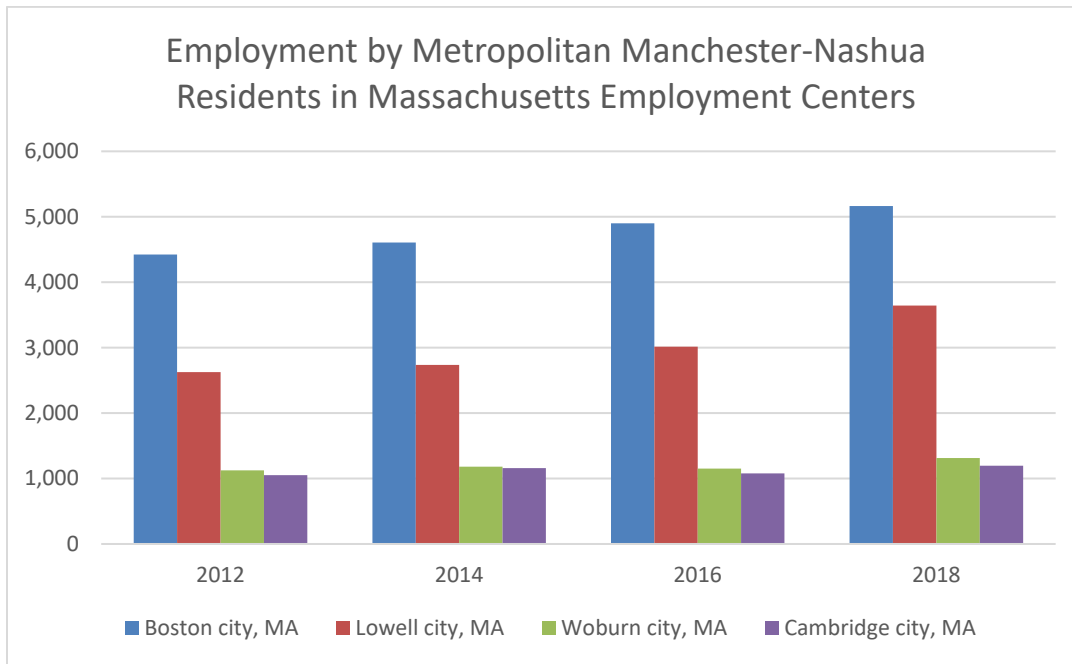
The regional economy is vulnerable to the effects of near-total dependency on roads for movement of goods and passengers. Investment in transportation infrastructure that provides an alternative to roadway transport will link New Hampshire's businesses, industries, and residents to the regional and national multimodal transportation network.

The lack of an off-roadway transit option for travelers between New Hampshire and Massachusetts results in unpredictable travel times due to increasing roadway congestion in the study area corridor. Commuters to greater Boston are forced to endure longer average travel times or adjust their schedules (when possible) to avoid peak periods. Improvements to rail infrastructure necessary for the implementation of passenger rail service will also enhance freight rail options for delivery of goods to and from the study area corridor.

Improved transportation options are necessary to attract employers to New Hampshire and improve employment options for New Hampshire residents. A mismatch between locations of residence and employment forces many in New Hampshire to spend comparatively long periods of time commuting to work. Investing in more efficient transportation modes will not only improve connectivity between existing centers of residence and employment, but increased levels of multi-modal access may catalyze additional business investment within New Hampshire.

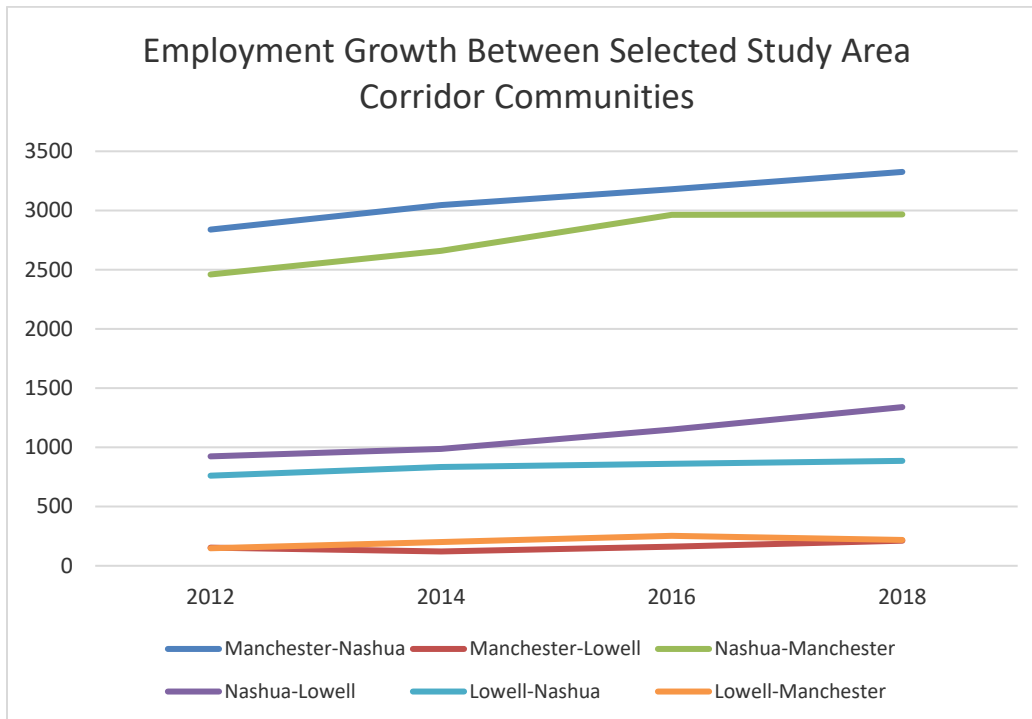
The number of New Hampshire residents in the study area corridor that work in Boston, Cambridge, Woburn and Lowell has continued to increase over the past decade (Figure 2). This trend is also confirmed for the individual cities of Manchester and Nashua. In addition, journey-to-work statistics also suggest growth among Manchester residents working in Nashua and Lowell, Nashua residents working in Manchester and Lowell, and Lowell residents working in Manchester and Nashua, providing potential for shorter and reverse commutes within the study area corridor (Figure 3).

Figure 2: Selected Employment Locations of Metropolitan Manchester-Nashua Residents



Source: US Census, On the Map, 2010-2018

Figure 3: Employment Growth Between Selected Study Area Corridor Communities

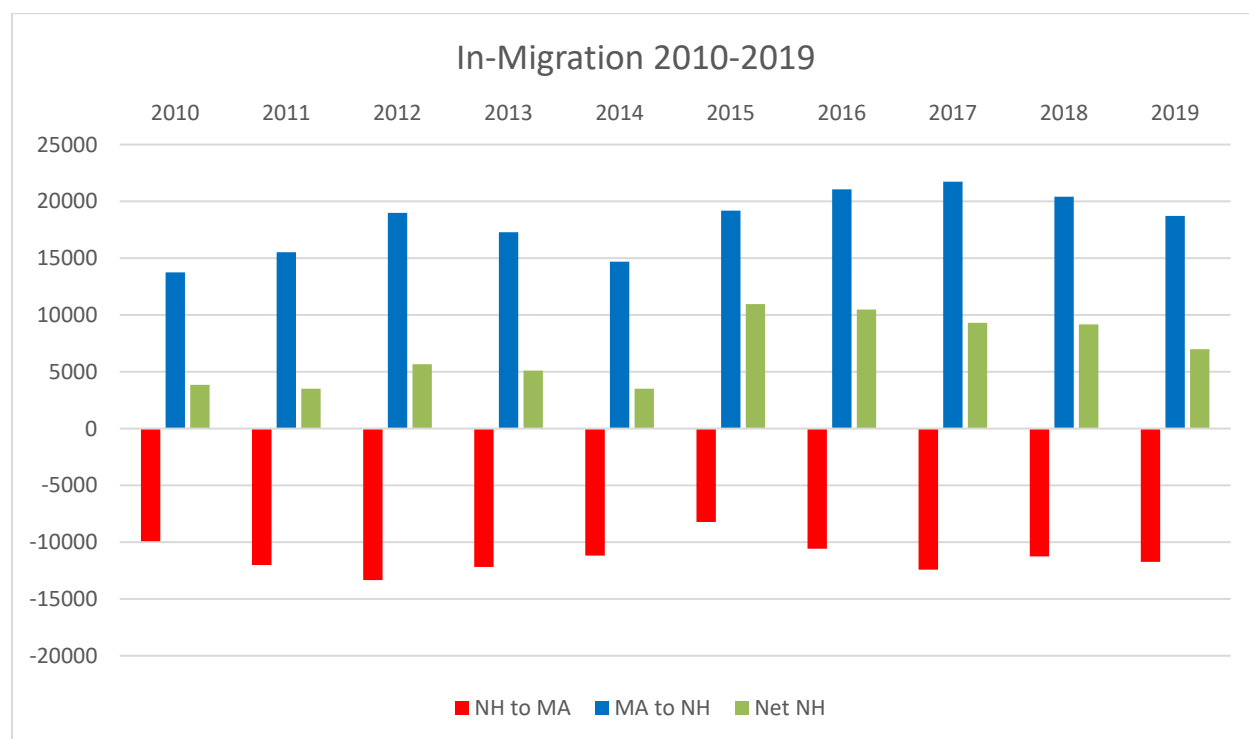


Source: US Census, On the Map, 2010-2018

New Hampshire is experiencing a positive net in-migration from Massachusetts, but losing residents in high-earning age cohorts. While the region's overall population is projected to grow in the coming decades, a decline in residents in the 35-54 year-old age cohorts is occurring. This population is typically in its highest-earning years and has more diverse employment, family and recreational needs that would benefit from a dependable and sustainable alternative to passenger vehicle travel. Improved transit connectivity will support the attraction and retention of this valuable cohort within the study area corridor.

Over the past ten years, in-migration patterns between New Hampshire and Massachusetts has favored New Hampshire, although the net increase is declining (Figure 4). The effect of this in-migration pattern, combined with continued growth in the number of southern New Hampshire residents working in the greater Boston area, suggests a growing need for alternatives to passenger vehicle travel between New Hampshire and Massachusetts.

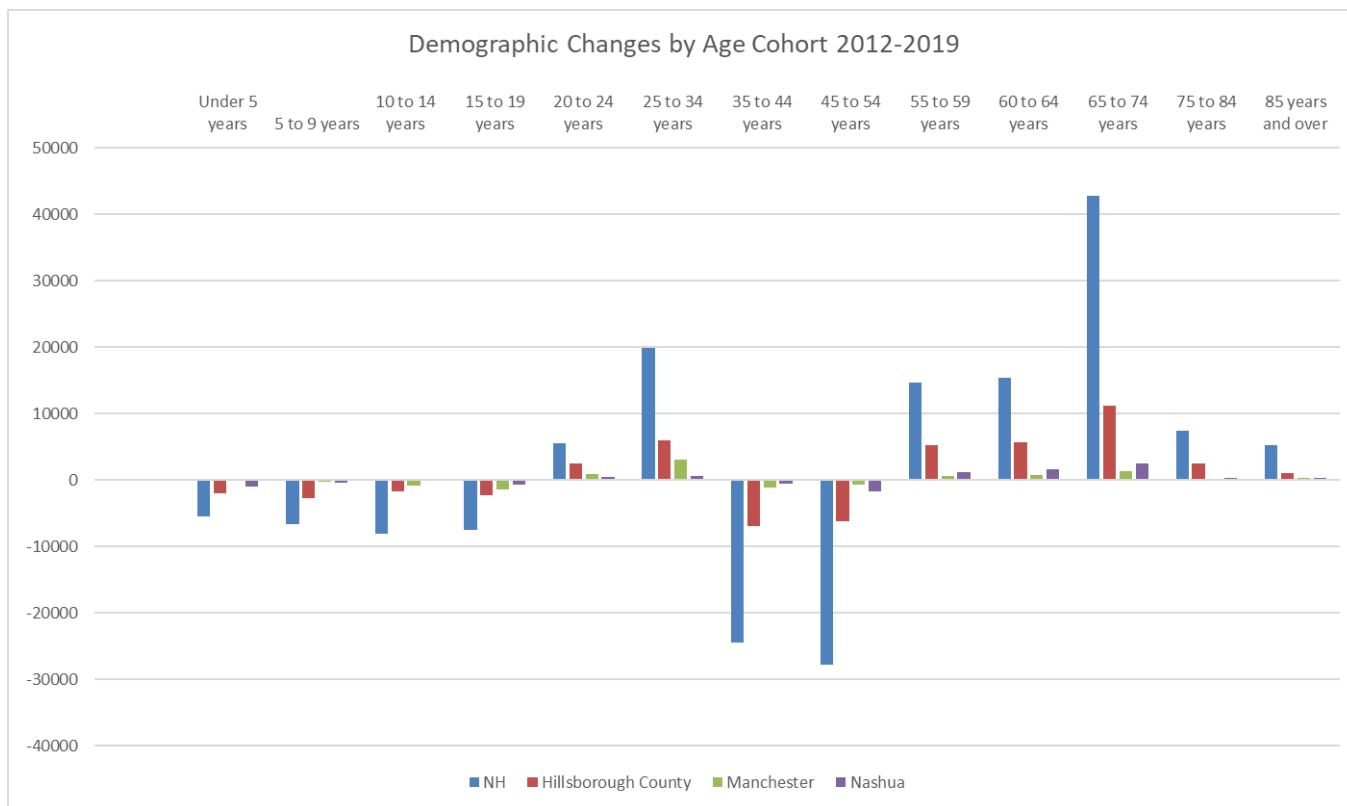
Figure 4: In-Migration Between New Hampshire and Massachusetts



Source: US Census, American Community Survey, State-to-State Migration Flows, 2010-2019

During that same time period an increase in residents ages 20-34 has occurred in the state, and similarly in the county and region. However, a corresponding decline in populations between 35-54 years old has occurred (Figure 5). The continued loss of this high-earning cohort will have a negative effect on the New Hampshire economy. Transportation alternatives that are able to reduce travel times may provide incentives that reduce this demographic trend.

Figure 5: Study Area Corridor Demographic Changes



Source: US Census, American Community Survey, ACS Demographic and Housing Estimates, 2012-2019

New Hampshire is getting older. New Hampshire’s senior population continues to grow. Additional shared transportation accommodations that support “car-light” mobility will be required to accommodate these emerging demographic and lifestyle trends and will continue to make New Hampshire attractive to residents from childhood through retirement.

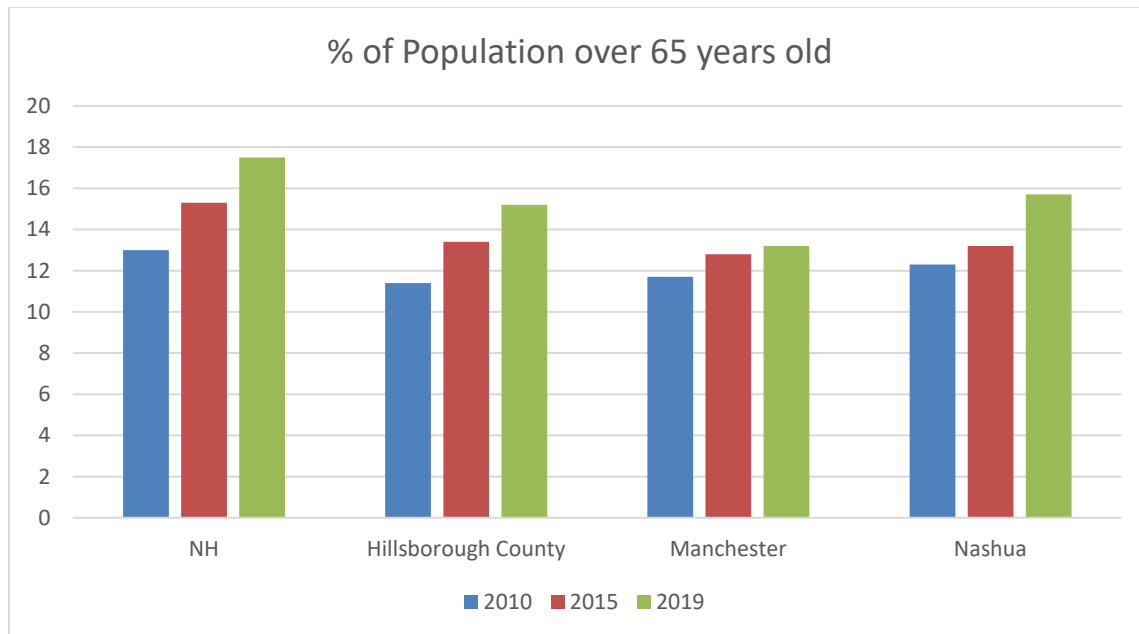
The greatest change in age cohort within the State and Hillsborough County over the past decade is in the 65-74 age cohort. During that time the percentage of population over 65 years old has increased in New Hampshire, Hillsborough County, Manchester and Nashua (Figure 6). A corresponding change in median age has occurred in the state, county, and in Nashua, with Manchester providing an exception (Figure 7).

The need to provide alternatives to passenger vehicle travel will continue to grow as aging workers and retirees become less willing or able to confront congestion on the regional roadway network. The ability to provide a sustainable and dependable transit option will provide noticeable benefits to this segment of the population.

The seeming anomaly represented by the median age in Manchester may be explained anecdotally by its compact city center providing employment and recreational opportunities, minor league sports and concert venues, and higher education institutions such as University of New Hampshire at Manchester

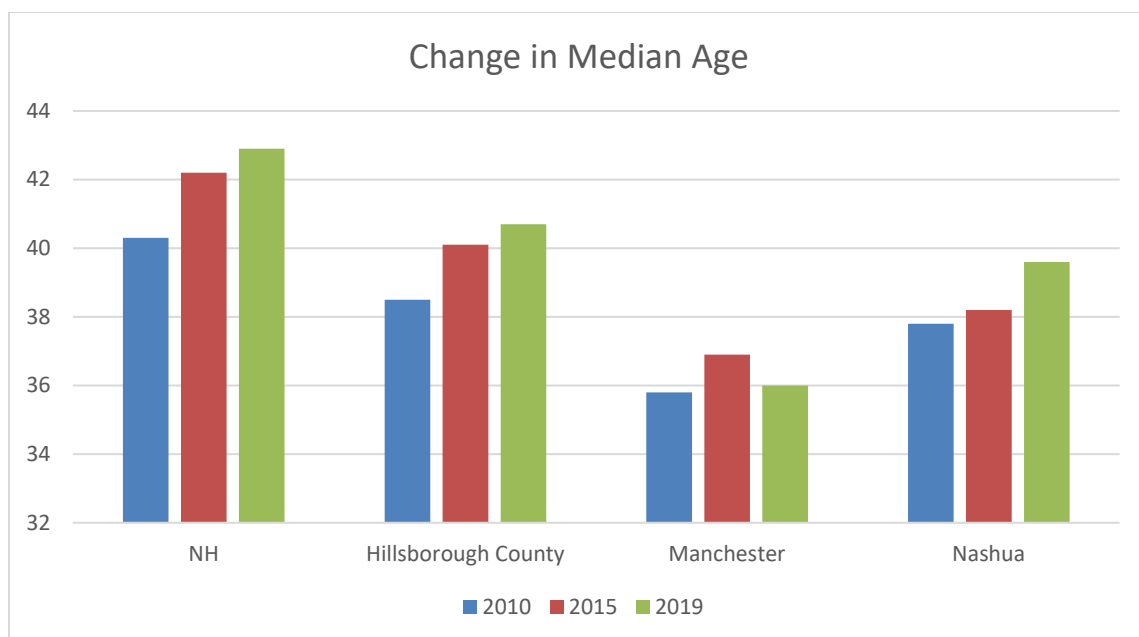
and Southern New Hampshire University. However, a more data-driven reason may be that housing prices, particularly owner-occupied units, are more affordable than the statewide and county median values, and that of other cities such as Nashua (Table 2).

Figure 6: Study Area Population Over 65 Years Old



Source: US Census, American Community Survey, ACS Demographic and Housing Estimates, 2012-2019

Figure 7: Study Area Median Age



Source: US Census, American Community Survey, ACS Demographic and Housing Estimates, 2012-2019

Table 2: Study Area Housing Prices, 2019

Housing Prices	New Hampshire	Hillsborough County	Manchester	Nashua
Median Home Value	\$261,700	\$274,800	\$227,600	\$267,900
Median Monthly Rent	\$1,111	\$1,191	\$1,135	\$1,281

Source: U.S. Census, American Community Survey, 2019

Residential development patterns resulting from population growth may negatively impact the region's existing quality-of-life. Population growth, if not guided through strategic infrastructure investments that promote efficiency, will result in uncoordinated development patterns and sprawl that will diminish the region's high quality-of-life and negatively impact its unique character.

The cities of Nashua and Manchester have implemented regulations or endorsed plans that provide incentives for transit-oriented development (TOD) in targeted areas of their cities adjacent to study area corridor rail infrastructure.

The existing transportation network cannot accommodate increased levels of demand without negative environmental consequences. The expansion of existing roadways and construction of new roadways will not be sufficient to sustainably accommodate the projected growth in travel demand, causing negative environmental consequences associated with an increased number of VMT and corresponding congestion.

Multi-modal alternatives to passenger vehicle use, particularly the reduction of single-occupancy vehicles, are consistent with measures to reduce VMT and corresponding reductions in emissions and fuel consumption.

3. Goals and Objectives

To determine how well regional commuter rail within the Nashua - Manchester (Capitol Corridor) study area will address regional and corridor needs, a set of goals and objectives have been developed. These goals and objectives build on work that has been completed or is ongoing within the corridor and region. Each goal reflects an understanding of the role that integrated transportation and land use planning can play in supporting an economically, environmentally, and socially sustainable community.

Transportation and Mobility

Leverage the existing transportation network to improve access and mobility within the study area corridor and throughout the region:

- *Provide alternatives in light of anticipated roadway congestion and provide mobility options within the study area corridor;*
- *Expand transit network capacity;*
- *Increase transit ridership and mode share by expanding the existing ridership base and attracting new riders;*
- *Provide travel time savings; and*
- *Improve efficiency, convenience, and reliability.*

System Integration

Invest in transportation improvements that complement the existing multimodal transportation network:

- *Increase study area corridor modal connectivity;*
- *Provide connections to other corridors within the region;*
- *Increase access to the Manchester-Boston Regional Airport through additional transit service;*
- *Balance system capacity (MBTA, Boston Express, Regional Transit Authorities); and*
- *Ensure operating efficiency.*

Economic Development and Land Use

Support the vision for growth laid out in local/regional development plans:

- *Improve access to higher-paying jobs in greater Boston;*
- *Support development patterns/lifestyle choices that attract younger, highly educated professionals to New Hampshire;*
- *Leverage younger, highly educated employee base to attract new businesses/grow existing ones; Promote Transit-Oriented Development (TOD) to mitigate sprawl development patterns; and*
- *Improve the potential for additional freight rail business through infrastructure upgrades.*

Sustainability

Support transportation investments that contribute to an environmentally, economically, and socially sustainable community:

- *Leverage existing transportation infrastructure to qualify for federal transportation investment dollars;*
- *Mitigate potential adverse environmental impacts resulting from anticipated development;*
- *Support growth patterns that attract and retain residents from childhood through retirement; and*
- *Improve access to other tourism, recreation, and cultural attractions in greater Boston and NH.*



**City of Manchester BMA /
HOPE Presentation Materials
August 9, 2021**

Homelessness is a Humanitarian Issue
that faces our city today, and we must address
All Homelessness with the City of Manchester's
SPIRIT-
(Service, Pride, Integrity, Respect, Initiative and Teamwork)

HOPE
(Housing Options Promote Empowerment),
Housing Strategies for
“All People, and All Incomes of the Queen City.”

At the City of Manchester, we are committed to Humanity and the Diversity of Communities. This program will provide housing options for the Homeless, Extremely low-Income (Eli), Very low- Income (VLI), and Low-Income (LI) populations that experience the Cost Burden issues associated with the lack of Affordable Housing.

The HOPE Initiative

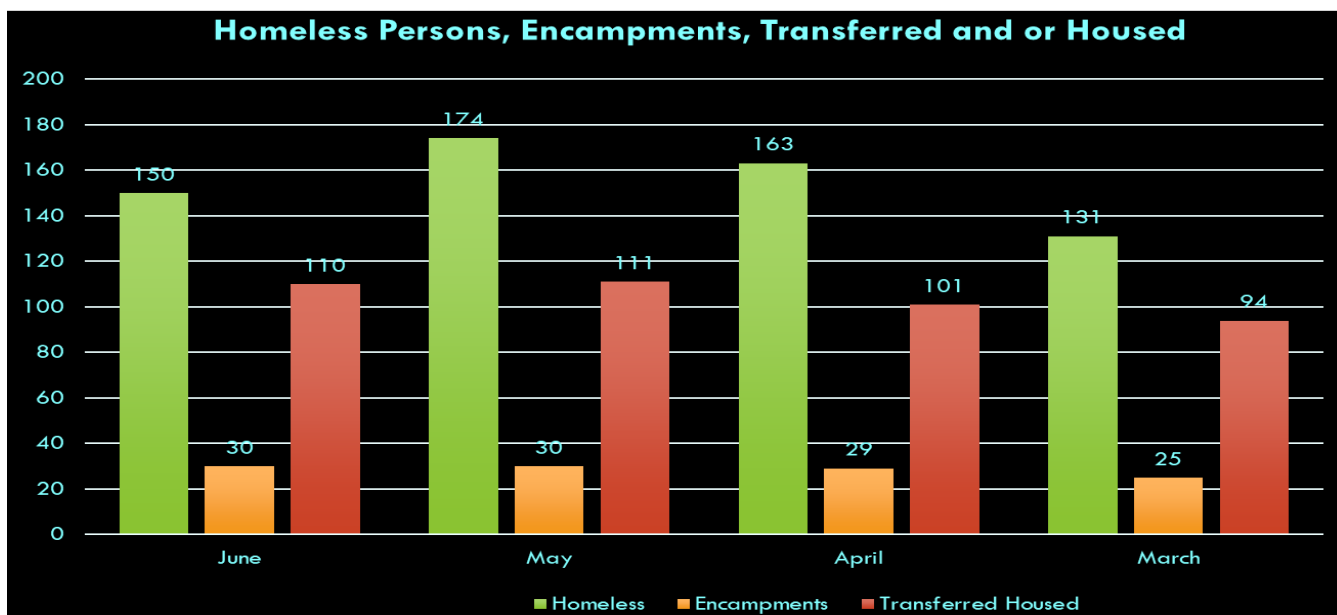
CONSIST OF THREE PHASES

- **HOPE I- The Chronically Homeless Population**
- **HOPE II- Empowerment Capacity Building**
- **HOPE III - Community Awareness Outreach Campaign**

HOMELESSNESS AND HOUSING DATA

Homeless Encampments in the City of Manchester, NH

The Manchester Homeless Outreach Collaboration comprised of local social services organizations that address the many issues that are often experienced by the Chronically Homeless Population. The Outreach team provides many services for this population and reports that currently there is a total of thirty active encampments located throughout the City of Manchester, and as of June 2021, the Outreach teams has confirmed the whereabouts of 150 homeless individuals / campers. The Chronically Homeless is the hardest to serve population in the United States and the scattered encampments /clearings sometimes hinder service to the delivery systems. Below is a snapshot of the data collected by the Outreach team, to assist in framing a delivery system with the best outcomes.



Months/ 2021	Mobile Crisis Unit- Persons receiving services	Peer Recovery Services	Individual engaged in on going Mental Health Treatment
March	79	50	58
April	86	54	59
May	95	50	51
June	80	44	39

Point-in-Time Counts – 2020

The Department of Housing and Urban Development (HUD) requires that the homeless continuums of care agencies nationwide conduct an annual count of homeless persons in emergency shelters, transitional housing, and safe havens during one day in January. In addition, HUD requires that the continuums of care agencies conduct a count of the unsheltered homeless population annually.

In 2020, The State of New Hampshire and the City Manchester Continuum of Care agencies conducted the Annual Point-in-Time Snapshot / Survey of Unduplicated Homeless Individuals. The data that follows gives only a snapshot of the Homeless population. The collected data is used to assist agencies in evaluating, planning, and/or modifying the homeless service delivery system. *The Goal of the Point in Time Survey is to assist in the reduction of homelessness.*

State of New Hampshire Homeless Facts:

In 2020, the State of New Hampshire, comprised of 3 homeless continuum of care agencies, carried out a Point- In-Time survey of the sheltered and unsheltered homeless population. A total of 1675 homeless persons were reported as homeless in the State of New Hampshire.

City of Manchester Homeless Facts:

Our local continuum of care agencies reported 498 homeless persons in Manchester, NH, that met the HUD definition of homelessness. This population currently resides in the woods, on the streets, or in emergency shelters.

•Very Important

This Data Does Not Include Homeless Couch Surfers!

A Five-Year Compilation of Homeless Data and Demographics throughout the State of New Hampshire, and most importantly, Manchester, NH. Over this Five-Year period, there was an increase of over 31% in the State of New Hampshire, and in the City of Manchester there has been an increase of 24.5%.

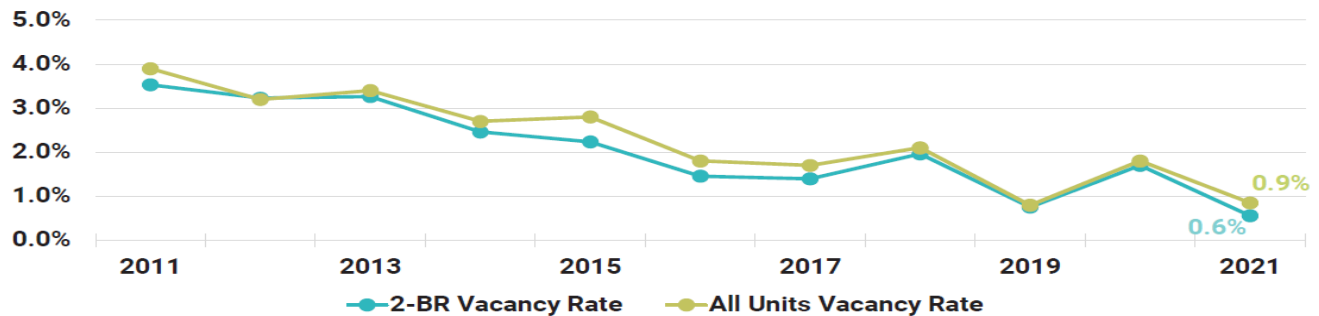
2020																			
CoC Number	CoC Name	Overall Homeless, 2020	Overall Homeless - Under 18, 2020	Overall Homeless - Age 18 to 24, 2020	Overall Homeless - Over 24, 2020	Overall Homeless - Female, 2020	Overall Homeless - Male, 2020	Sheltered ES Homeless - Non-Hispanic/ Non-Latino, 2020	Sheltered ES Homeless - Hispanic/ Latino, 2020	Overall Homeless - White, 2020	Overall Homeless - Black or African American, 2020	Overall Homeless - Asian, 2020	Overall Homeless - American Indian or Alaska Native, 2020	Overall Homeless - Native Hawaiian or Other Pacific Islander, 2020	Overall Homeless - Multiple Races, 2020	Sheltered ES Homeless, 2020	Sheltered ES Homeless - Under 18, 2020	Sheltered ES Homeless - Age 18 to 24, 2020	Sheltered ES Homeless - Over 24, 2020
NH-500	New Hampshire Balance of State CoC	877	170	68	639	384	479	534	31	793	39	10	4	5	26	565	134	31	400
NH-501	Manchester CoC	498	121	35	342	225	273	206	31	424	31	3	1	1	38	237	33	11	193
NH-502	Nashua/ Hillsborough County CoC	300	82	15	203	116	183	102	25	257	28	3	1	1	10	127	29	9	89
Totals		1,675	373	118	1,184	735	935	842	87	1,474	98	16	6	7	74	929	196	51	682
2019																			
CoC Number	CoC Name	Overall Homeless, 2019	Overall Homeless - Under 18, 2019	Overall Homeless - Age 18 to 24, 2019	Overall Homeless - Over 24, 2019	Overall Homeless - Female, 2019	Overall Homeless - Male, 2019	Overall Homeless - Non-Hispanic/ Non-Latino, 2019	Overall Homeless - Hispanic/ Latino, 2019	Overall Homeless - White, 2019	Overall Homeless - Black or African American, 2019	Overall Homeless - Asian, 2019	Overall Homeless - American Indian or Alaska Native, 2019	Overall Homeless - Native Hawaiian or Other Pacific Islander, 2019	Overall Homeless - Multiple Races, 2019	Sheltered ES Homeless, 2019	Sheltered ES Homeless - Under 18, 2019	Sheltered ES Homeless - Age 18 to 24, 2019	Sheltered ES Homeless - Over 24, 2019
NH-500	New Hampshire Balance of State CoC	669	155	62	452	309	351	624	45	580	29	2	1	3	54	491	127	36	328
NH-501	Manchester CoC	461	113	43	305	207	251	399	62	366	48	2	3	2	40	227	32	18	177
NH-502	Nashua/ Hillsborough County CoC	266	84	12	170	110	156	208	58	226	23	5	1	1	10	104	27	4	73
Totals		1,396	352	117	927	626	758	1,231	165	1,172	100	9	5	6	104	822	186	58	578
2018																			
CoC Number	CoC Name	Overall Homeless, 2018	Overall Homeless - Under 18, 2018	Overall Homeless - Age 18 to 24, 2018	Overall Homeless - Over 24, 2018	Overall Homeless - Female, 2018	Overall Homeless - Male, 2018	Overall Homeless - Non-Hispanic/ Non-Latino, 2018	Overall Homeless - Hispanic/ Latino, 2018	Overall Homeless - White, 2018	Overall Homeless - Black or African American, 2018	Overall Homeless - Asian, 2018	Overall Homeless - American Indian or Alaska Native, 2018	Overall Homeless - Native Hawaiian or Other Pacific Islander, 2018	Overall Homeless - Multiple Races, 2018	Sheltered ES Homeless, 2018	Sheltered ES Homeless - Under 18, 2018	Sheltered ES Homeless - Age 18 to 24, 2018	Sheltered ES Homeless - Over 24, 2018
NH-500	New Hampshire Balance of State CoC	742	158	67	517	318	422	727	15	313	121	19	470	56	115	751	89	59	603
NH-501	Manchester CoC	427	133	42	252	207	219	363	64	370	35	20	408	20	69	497	102	37	368
NH-502	Nashua/ Hillsborough County CoC	281	71	16	194	99	182	252	29	338	532	1	7	0	23	431	83	11	337
Totals		1,450	362	125	963	624	823	1,342	108	1,021	688	40	885	76	207	1,679	274	107	1,298
2017																			
CoC Number	CoC Name	Overall Homeless, 2017	Overall Homeless - Under 18, 2017	Overall Homeless - Age 18 to 24, 2017	Overall Homeless - Over 24, 2017	Overall Homeless - Female, 2017	Overall Homeless - Male, 2017	Overall Homeless - Non-Hispanic/ Non-Latino, 2017	Overall Homeless - Hispanic/ Latino, 2017	Overall Homeless - White, 2017	Overall Homeless - Black or African American, 2017	Overall Homeless - Asian, 2017	Overall Homeless - American Indian or Alaska Native, 2017	Overall Homeless - Native Hawaiian or Other Pacific Islander, 2017	Overall Homeless - Multiple Races, 2017	Sheltered ES Homeless, 2017	Sheltered ES Homeless - Under 18, 2017	Sheltered ES Homeless - Age 18 to 24, 2017	Sheltered ES Homeless - Over 24, 2017
NH-500	New Hampshire Balance of State CoC	767	195	59	513	353	409	725	42	682	28	5	3	0	49	503	115	31	357
NH-501	Manchester CoC	394	113	44	237	185	209	338	56	323	33	5	2	0	31	154	31	9	114
NH-502	Nashua/ Hillsborough County CoC	295	81	23	191	108	187	257	38	261	16	1	0	0	17	107	15	11	81
Totals		1,456	389	126	941	646	805	1,320	136	1,266	77	11	5	0	97	764	161	51	552
2016																			
CoC Number	CoC Name	Overall Homeless, 2016	Overall Homeless - Under 18, 2016	Overall Homeless - Age 18 to 24, 2016	Overall Homeless - Over 24, 2016	Overall Homeless - Female, 2016	Overall Homeless - Male, 2016	Overall Homeless - Non-Hispanic/ Non-Latino, 2016	Overall Homeless - Hispanic/ Latino, 2016	Overall Homeless - White, 2016	Overall Homeless - Black or African American, 2016	Overall Homeless - Asian, 2016	Overall Homeless - American Indian or Alaska Native, 2016	Overall Homeless - Native Hawaiian or Other Pacific Islander, 2016	Overall Homeless - Multiple Races, 2016	Sheltered ES Homeless, 2016	Sheltered ES Homeless - Under 18, 2016	Sheltered ES Homeless - Age 18 to 24, 2016	Sheltered ES Homeless - Over 24, 2016
NH-500	New Hampshire Balance of State CoC	670	127	73	470	309	358	642	28	598	42	1	1	0	28	431	85	35	311
NH-501	Manchester CoC	400	115	40	245	183	217	353	47	325	33	0	2	2	38	122	28	6	88
NH-502	Nashua/ Hillsborough County CoC	296	79	26	191	109	187	252	44	260	19	1	0	0	16	100	12	10	78
Totals		1,366	321	139	906	601	762	1,247	119	1,183	94	2	3	2	82	653	125	51	477

THE LACK OF AFFORDABLE HOUSING

In New Hampshire, the need for affordable housing stock is critical. *The New Hampshire Housing Finance Agency -2021 NH Residential Rental Cost Survey Reports the following.*

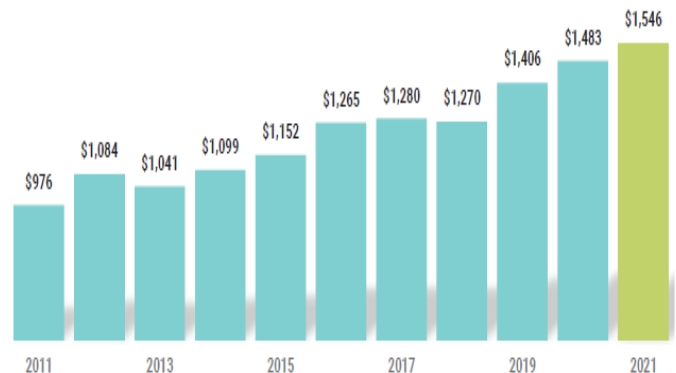
	Sample Size	Rent Range	Median
2021 GROSS RENT			
0-Bedroom	452	\$250 - \$2,400	\$876
1-Bedroom	3,298	\$400 - \$2,961	\$1,118
2-Bedroom	5,492	\$469 - \$3,413	\$1,498
3-Bedroom	1,393	\$622 - \$3,785	\$1,506
4+ Bedrooms	239	\$837 - \$4,426	\$1,781
All Bedrooms	10,874	\$250 - \$4,426	\$1,373

**The Statewide Vacancy Rates,
2-Bedroom & all units (2011-2021) is as follows.**



The City of Manchester
Median Monthly Gross Rents for a 2/Bedroom Unit is \$1,546.00.

	Sample Size	Rent Range	Median
CITY OF MANCHESTER			
0-Bedroom	138	\$451 - \$2,400	\$929
1-Bedroom	649	\$643 - \$1,895	\$1,206
2-Bedroom	931	\$531 - \$2,343	\$1,546
3-Bedroom	414	\$867 - \$2,706	\$1,460
4+ Bedrooms	85	\$1,264 - \$4,426	\$1,589
All Bedrooms	2217	\$451 - \$4,426	\$1,401



What is Affordable Housing?

Housing that conforms to the **Fair Market Rents (FMR's)**, as prescribed by Housing and Urban Development (HUD), the figures below are formulated and adjusted annually by using income and census data, with the end goal being that no household should use more than **30% percent** of their available income for housing. In the US, the cost burden experienced by many families using a higher percentage of their available income for rents or mortgages is critical and subsequently can lead to evictions or foreclosures. Currently, in New Hampshire, it is estimated that more than **40% percent of households** are using more than 30% percent of their income on housing, and for Low-Income families, the percentage of income used for housing is even higher.

The FY 2021 Manchester, NH HUD Metro FMR Area Fair Market Rent (FMR's) for All Bedroom Sizes

Final FY 2021 & Final FY 2020 FMRs By Unit Bedrooms					
Year	<i>Efficiency</i>	<i>One-Bedroom</i>	<i>Two-Bedroom</i>	<i>Three-Bedroom</i>	<i>Four-Bedroom</i>
FY 2021 FMR	\$896	\$1,038	\$1,314	\$1,634	\$1,782
FY 2020 FMR	\$801	\$948	\$1,198	\$1,493	\$1,623

FY 2021 Income Limit Area	Median Family Income	FY 2021 Income Limit Category	Persons in Family							
			1	2	3	4	5	6	7	8
Manchester, NH HUD Metro FMR Area	\$89,300	Very Low (50%) Income Limits	31,300	35,750	40,200	44,650	48,250	51,800	55,400	58,950
		Extremely Low-Income Limits	18,800	21,450	24,150	26,800	31,040	35,580	40,120	44,660
		Low (80%) Income Limits	50,050	57,200	64,350	71,450	77,200	82,900	88,600	94,350

HOPE I

will focus on the hardest to serve population, the Chronically Homeless Camper, who often experiences extreme mental health and/or addiction issues. Prioritizing Public Safety, the HOPE I team will clear encampments located on City-owned property, Public Parks, Cemeteries or presents a clear danger or safety issue for the homeless camper or public. Currently, the Homeless Outreach Team provides support services to individual campers daily, and the homeless camper is offered the opportunity for housing placement with support services when available.

1. **Recommendation-** The City should support Housing Agencies that place emphasis on Mental Health and Drug Addiction and continue to support Special Needs Housing initiatives that support the Chronically Homeless population, who are experiencing Mental Health Illnesses. It is estimated that 80% percent of the Homeless Campers are experiencing Mental Health Issues. The Transitioning of this hardest to serve population is critical to reducing homelessness for the City of Manchester.
2. **Recommendation:** To further support the current Homeless Outreach team efforts. The HOPE team proposes utilizing a Central location to provide outreach services, housing placement, and other support services. The site would give the outreach workers and the Chronic Homeless population a point of entry and exit that supports our local continuum of care and offers a Safer Transition / Stabilization for the Chronic Homeless Population, maintaining the trusted relationships established by outreach workers. In addition, this will require the homeless populations currently residing in the encampments to engage in Normalcy Activities such as following the rules of engagement for services and supplies. This location should also serve as a one-stop donation center for public citizen's contributions and charitable support.
3. **Recommendation:** All Encampments located on City property should be posted and cleared immediately and expeditiously within a specified time frame, not allowing for the re-establishment of the current encampment and or new encampments. In addition, we should increase or dedicate more staff members to Posting and Clearing the encampments with a higher level of frequency. When clearing the encampments, we should strongly encourage participation by the Chronically Homeless population in our services delivery systems consisting of food, water, medication management, counseling, shelter, and supportive housing placement.

The Encampment Transition Legal Process

City Property

City-owned open property Unauthorized persons on city-owned open property shall be handled based upon the nature of the city-owned open property. **Parks and cemeteries** A “park” is defined by ordinance as “[a] park, playground, beach, recreation center, cemetery, or any other area in the city, owned or used by the city, and devoted to active or passive recreation.”

See Manchester, NH Code of Ordinances, §96.03. Conduct in city parks and cemeteries, is controlled by Chapter 96 of the City of Manchester Code of Ordinances. Chapter 96 prohibits the following conduct in parks:

Violating Park curfew (generally from 11:00 p.m. to 7:00 a.m.) *See Ordinance*, at §96.04 Polluting “waters.” “Waters” means “... any fountain, pond, lake, stream, or other body of water in or adjacent to any park or any tributary, stream, storm sewer, or drain flowing into such waters.” *See Id.* at §96.05(A); Littering. *See Id.* at §96.05(B)

Possess any opened uncapped alcoholic beverage or drink any alcoholic beverage. *See Id.* at §96.06(A)(1); Engage in games of chance except raffles, bingo, Lucky 7, or other games of chance authorized by the State. *See Id.* at §96.06(C), Disorderly or threatening behavior. *See Id.* at §96.06(D); Camping without permission. *See Id.* at §96.06(E), Golfing without permission. *See Id.* at §96.06(F); Smoking any tobacco, tobacco related product, filter or other plant or weed except in such areas as are specifically designated for smoking by the Director of Parks. *See Id.* at §96.06(H); Hanging items including, but not limited to, clothes, textiles, tarps, bags, or ropes, from any tree, fence, lamp, post, or structure in any city park. *See Id.* at §96.06(I); Conducting a syringe service program, needle exchange program, or any similar program related to the exchange of devices used for injecting drugs in any city park. *See Id.* at §96.06(J); Failure to obey state motor vehicle laws while in the park; *See Id.* at §96.07(A); Failure to obey traffic enforcement officers or park employees officially instructing and directing traffic in the parks and on the roads, highways, or streets immediately adjacent thereto. *See Id.* at §96.07(B); Failure to obey traffic signs including parking signs in the park. *See Id.* at §96.07(C); Exceed speed limits; *See Id.* at §96.07(D); and Operate a motor vehicle including motorcycles, mini-bikes, or motorized go-carts on any area except paved park roads or parking areas. *See Id.* at §96.07(E).

In the event that a person complains that another person is violating any of the provisions set forth above, the person should be directed to contact the Manchester Police Department and make a report. If upon investigation, the Manchester Police Department determines that a person is violating any of the above-listed provisions, the person may be subject to citation and “ejection” from the specific park in which the offense occurred. The City, through the Department of Public Works, shall arrange for any necessary clean-up.

Green Spaces

Unauthorized persons occupying city-owned green spaces are potentially subject to the notice of vacate procedure. “City-owned green spaces” are those undeveloped areas in Manchester that do not fall under the definition of a “park” as defined by §96.03 of the Manchester, NH Code of City Ordinances.

City-managed land

Unauthorized persons occupying land owned by another public entity (i.e., State, Federal Government or County) but managed by the city present a potentially different situation depending upon the nature of any management agreement.

In determining what action may be taken, the owner of the land-in-question should be identified using the City's GIS Application. The City's Department of Public Works should be consulted about whether there is any management agreement in place regarding the land-in-question and a copy of any agreement should be obtained. Once obtained, please consult with the Office of the City Solicitor regarding what actions may be taken under the agreement.

Caveat

If the property involved does not fall into one of the above subcategories, please reach out to our office regarding the situation and we can provide advice as to the potential procedures available.

Private Property

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HOPE 1 Encampment Report Form-

Available to the public via the City's webpage under / Homelessness Initiatives.



CITY OF MANCHESTER

HOPE I

Housing Options Promote Empowerment
(Encampment Report Form)

Date of Report: __/__/____

Optional Contact Information:

Name: _____

Address: _____ City: _____ State: _____ Zip: _____

Phone: (____) _____ - _____ Email: _____

Please complete the following information:

Date of Observation: __/__/____ Time: _____; _____ A.M. or P.M.

(Please write a brief narrative describing what you observed that caused you to file this report and please include the location to the best of your ability):

How many tents did you observe? _____

How many people did you observe? _____

(Please feel free to include any additional information that you believe may be helpful).

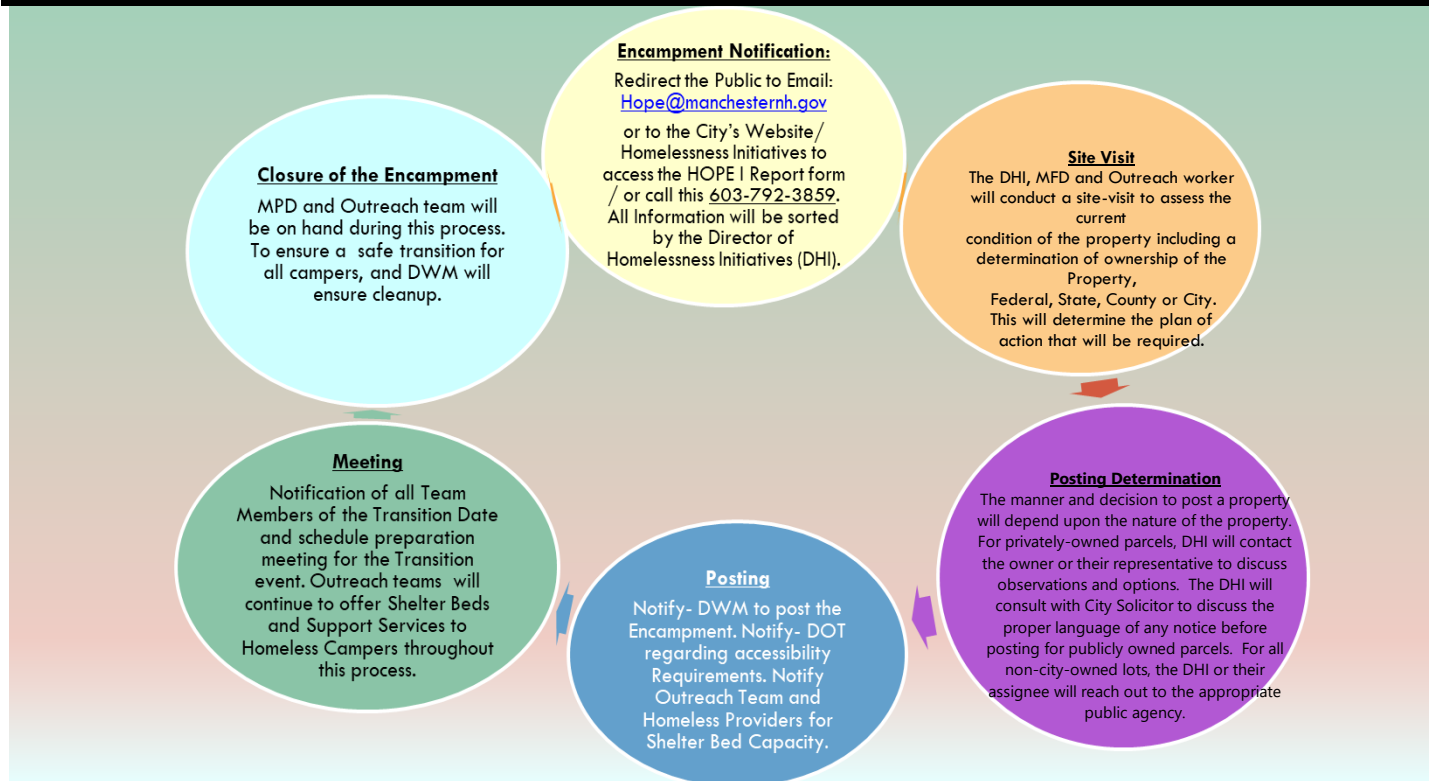
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City of Manchester Director of Homelessness Initiatives / HOPE 1 Encampment Report Form.

HOPE I WORKFLOW SYSTEM

HOUSING OPTIONS PROMOTE EMPOWERMENT

Our mission is to move people from harmful housing instability to beneficial housing stability. This procedure is limited to circumstances where the encampment poses a danger to the health and safety of individuals.



THE HOMELESS BILL OF RIGHTS

Is a National Movement that is impacting many municipalities throughout the USA. The advocates of this movement attempt to address the freedoms and protections of the homeless population, such as,

- Protects against segregation, laws targeting homeless people for their lack of housing and not their behavior, and restrictions on the use of public space.
- Granted privacy and property protection.
- Allowed the opportunity to vote and feel safe in their community without fear of harassment.
- Provided broad access to shelter, social services, legal counsel, and quality education for the children of homeless families.

The Homeless Bill of Rights has become law in several states such as Rhode Island, Minnesota, Connecticut, and Missouri; still under consideration are California, Delaware, Oregon, Colorado, Tennessee, and Vermont. In addition, many states are introducing a Rights to Rest Act on behalf of the homeless.

1. Recommendation:

The City Manchester should Establish and Adopt A Homeless Bill of Rights / None Binding Resolution.

THE HOMELESS BILL OF RIGHTS / NONE BINDING RESOLUTION

This Proactive Approach will ensure the City's requirements while providing a framework/structure for engagement with our City's Homeless population.

Ordinances that are already established and approved, such as Ordinance Section 130.13 and 130.15. N.H. R.S.A. 236:58 shall be included. In addition to newly established and /or adopted ordinances by the BMA.

Key Features to be considered/revised

- Protections against segregation, laws targeting homeless people for their lack of housing and not their behavior, and restrictions on the use of public space.
- Granted privacy and property protection.
- Allowed the opportunity to vote and feel safe in their community without fear of harassment.
- Provided broad access to shelter, social services, legal counsel, and quality education for the children of homeless families.
- Personal Property and Storage.
- City of Manchester's processes regarding the clearing of Encampments.

HOPE II - Empowerment Capacity Building

To prevent or reduce homelessness, we must invest in our local Not-For-Profits, For-Profits, Faith-Based Initiatives, Private Landlords, and Housing Developers willing to create and provide a broader range of housing options for the citizens of Manchester; we need to provide training and resources. The City's Community Improvement Program (CIP) and the Director of Homelessness Initiatives (DHI) departments should offer training to assist providers in building capacity to meet our City's long-term Affordable housing and support service priorities. The focus should be placed on Permanent Housing, Permanent Supportive Housing, and Special Needs Housing stock. This housing matrix is required to decrease the episodes of homelessness amongst our most vulnerable populations Special Needs, Extremely low-Income (Eli), Very low- Income (VLI), and Low-Income (LI) people that experience the Cost Burden issues associated with the lack of affordable housing.

1. **Recommendation:** Continue to fund and support initiatives that foster collaborations that provide training and resources to Developers willing to increase the affordable and special needs housing stock for the City of Manchester.
2. **Recommendation:** Annually dedicate a percentage - set aside of the City of Manchester's Tax Deed Properties and Buildable Lots for use in Affordable Housing Developments.
3. **Recommendation:** Create additional sources of revenues to sustain and maintain the City of Manchester's Affordable Housing Trust.
4. **Recommendation:** Create a Positive Landlord program with built-in incentives for participation in Affordable Housing Initiatives and Fair Market Rents (FMR's); this will increase the Affordable Housing stock for the citizens and the City of Manchester.

HOPE III- Community Awareness Outreach Campaign

Create a Director of Homelessness Initiatives (DHI) web page located on the City of Manchester's website, where citizens can stay informed about homeless initiatives. In addition, to empowering themselves and connecting with local housing providers for assistance. Also, the public will have access to Email the Director of Homelessness Initiative at: HOPE@MANCHESTER.NH.GOV or Call: (603) 792-3859. The campaign will provide and distribute information while garnering support for its success. This campaign will encourage partnerships and promote the exchange of ideas for the betterment of "All People, and All Incomes of the Queen City."

- 1. Recommendation-** Create a local Stake Holder Group with a minimum of 3 currently or formerly homeless participants to facilitate and champion the City of Manchester's Homelessness and Affordable Housing Initiatives.
- 2. Recommendation-** Provide access to services through online communications. Any person in need of assistance will have access to the HOPE Brochure and HOPE Business Cards with the (QR-Code) to access online resources via Cell phones, Laptops, and Desktops, gaining access to various applications to empower themselves to self-sufficiency such as *Shelter, Food, Health Care, Housing Programs, Unemployment, Social Security, Veterans Affairs, City Welfare, and Legal Resources*. In addition, *housing developers can also use this tool for various funding opportunities*.
- 3. Recommendation:** Host quarterly homeless town halls/seminars to educate the public and garner support for the homeless, housing, social services agencies, and other City of Manchester's Housing Initiatives.
- 4. Recommendation-** To promote community awareness and support about the City of Manchester's housing initiatives, the City's logo should be placed on all current and future Housing Developments that have received funding /support from 2019 to the present.
- 5. Recommendation-** Provide an Annual Proclamation and Celebration of the City of Manchester's successes around Homelessness and Affordable Housing Initiatives for *"All People, and All Incomes of the Queen City."*

In 2020, the State of New Hampshire issued an Executive Order-

to establish a council to create and implement a plan to create housing stability for all citizens of the State of New Hampshire. The Council for Housing Stability released a plan in July of 2021, with a significant goal to increase housing units by **13,500 by 2024**.

This Council created objectives and targets to achieve and measure what is now known as the North Star Goals. The City is currently on Target to meet and or exceed the **North Star's Goals**.

1. Promote increased housing stability at the state and local levels by improving crisis response, services infrastructure and policies that support individuals and families to maintain housing in their community.	3. Increase production of publicly financed affordable housing with supportive services.	5. Achieve a productive legislative strategy for the 2022 session that supports efforts to increase housing production.
2. Remove regulatory barriers to affordable housing in order to expand New Hampshire's housing market for all persons with special emphasis on affordable, accessible options and using innovative approaches.	4. Deploy targeted financial incentives or tax off-sets designed to promote private-market housing production and use of existing structures for rental housing that is affordable to the lowest incomes and households in need of on-going community support.	6. Integrate and coordinate a housing stability governance structure connecting state government with local communities through needs assessments, strategic initiatives, and data-driven decision-making.

HOPE 1 Homeless / Chronic Homeless

The City of Manchester provides funding and support for the HMIS (Homeless Management Information Systems), a Database used to track, evaluate, and provide services to the homeless population of the City of Manchester. In addition, the system offers a coordinated entry for homeless participants into a services delivery system that is used by over 40 registered agencies of the Manchester Continuum of Care that provide housing and or support services to the homeless such as Food, Clothing, Counseling, Utility Assistance, Rental Assistance, Medical and Mental Health assistance, shelter, and housing assistance. Through the City of Manchester support of the Manchester Homeless Outreach Collaborative- comprised of the following organizations the Greater Manchester Mental Health, Manchester Fire Department, Manchester Police Department, FIT, Healthcare for the Homeless, Manchester Fire Department, Waypoint, Veterans Affairs, Harbor Care- Easterseals, the Manchester City Welfare Department, and Healthcare for Homeless through this program, Shelter Beds with Support Services are offered, and this is the first point of entry into the HMIS (Homeless Management Information System), a coordinated system of Manchester's Continuum of Care Agencies, that advocate and provide supportive services for persons experiencing homelessness. Many of the participating organizations receive funding from the City of Manchester, NH. Also, the City of Manchester provided support and funding to the New Hampshire Legal Assistance program - for the Housing Justice Project, and the Health Department, for Health Care for the Homeless.

HOPE 11 Capacity Building

The City of Manchester, through its Community Improvement Program, has provided funding for organizations that provide affordable housing and housing with support services. Organizations that received support consist of FIT -Families In Transition, Helping Hands Ministries, Neighborhood Works, 1269 Ministries, Waypoint, Manchester Housing Redevelopment Authority, Easterseals, Angie's Place, Emily's Place, and the YMCA.

In 2021, the City of Manchester, announced three RFP's (Request for Proposals) to create affordable housing for the citizens of Manchester, and provided capacity training for agencies and housing developers.

1. Peal Street Initiative- Acquisition and Development of the Pearl St. Parking Lot for Affordable Housing.
2. Hartnett Street Initiative- Acquisition and Development of the Hartnett St. Parking Lot for Affordable Housing.
3. 4.7 million dollars RFP (Request for Proposal), for the creation of Affordable Housing Units. The cycle recently closed and a total of six Affordable Housing projects are under review that will support the implementation of the HOPE housing plan.

The City of Manchester released its Plan for the American Rescue Funds.

1. The City of Manchester will fund the Affordable Housing Trust at 3 million dollars to create a Border Range of Affordable Housings options such as Transitional Housing, Permanent Supportive Housing, and support funding for Landlords willing to rent within the guidelines of Fair Market Housing limits.

HOPE III

Community Awareness and Outreach

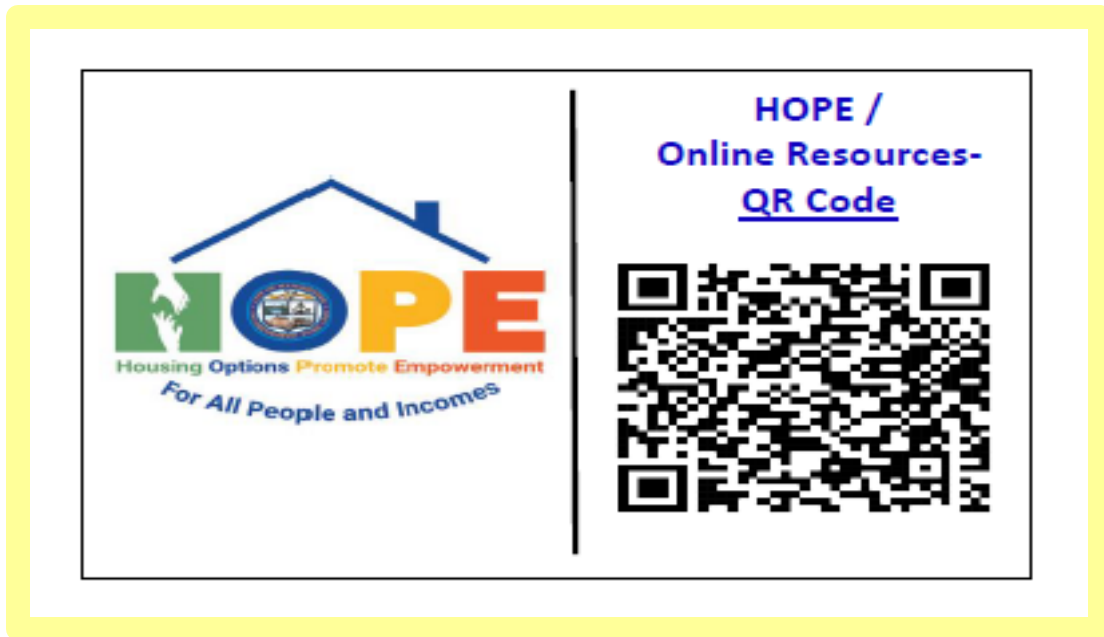
In 2020, the City of Manchester established an Affordable Housing Taskforce comprised of community stakeholders from all aspects of housing, including private developers, finance authorities, non-profit leaders, and city staff. The Affordable Housing Task Force Summary was published in April of 2021. A very important recommendation was to establish a Housing Commission through an ordinance. The Housing Commission will implement the Affordable Housing Task Force's recommendations while ensuring diversity and inclusion in the development of Affordable Housing options and sustainability.

In 2021, The City of Manchester surveyed the Citizens of Manchester regarding the use of the American Cares Act Funding of 43 million dollars. All priorities are currently being implemented based on the citizens of Manchester's feedback.

In 2021, The City of Manchester recently hired a Director of Homelessness Initiatives to assist in leading the City response to issues related to homelessness including the mitigation of homeless encampments. Strengthening collaboration and coordination between all homelessness service providers, including City departments, the State of New Hampshire DHHS, non-profit and faith-based organizations. Creating and implementing a comprehensive 'Housing First' Homelessness Plan, using the report from the 2019 Mayor's Taskforce on Homelessness.

In 2021, The City of Manchester introduce their newest initiative HOPE (Housing Options Promote Empowerment).

Director of Homelessness Initiatives Webpage / Direct Access to Resources Page



DHI Brochures and DHI Business Cards with the QR Code will be made available to the public for access to the resources to help themselves.



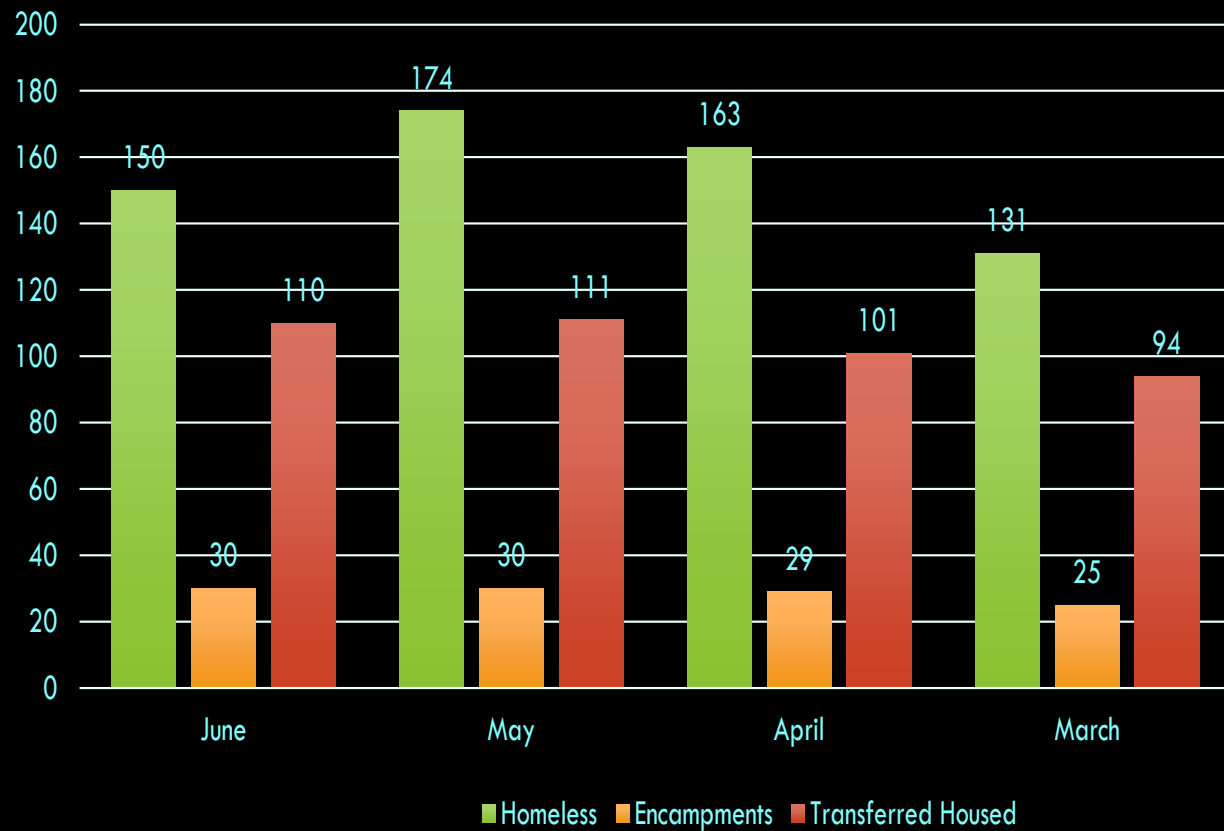
HOPE HOUSING OPTIONS PROMOTE EMPOWERMENT



Homeless Encampments in the City of Manchester, NH.

The Manchester Homeless Outreach Collaboration comprised of local social services organizations that address the many issues that are often experienced by the Chronically Homeless Population. The Outreach team, provides many services for this population and reports that currently there is a total of thirty active encampments located throughout the City of Manchester, and as of June 2021, the Outreach teams has confirmed the whereabouts of 150 homeless individuals / campers. The Chronically Homeless is the hardest to serve population in the United States and the scattered encampments /clearings sometimes hinder service within the delivery systems. Below is a snapshot of the data collected by the Outreach team, to assist in framing a service delivery system with the best outcomes.

**Homeless Persons, Encampments,
Transferred and/or Housed**



Months/ 2021	Mobile Crisis Unit- Persons receiving services	Peer Recovery Services	Individual engaged in on going Mental Health Treatment
March	79	50	58
April	86	54	59
May	95	50	51
June	80	44	39

HOMELINESS DOESN'T DISCRIMINATE

Evictions and Foreclosures

Hurts Everyone!



Causes of Homelessness

Low Wages / Loss of Income
Housing Affordability
Mental Health
Domestic Violence
Drug Addiction
Sickness

Prevention Programs

In the United States prevention programs are used prevent homelessness such as;

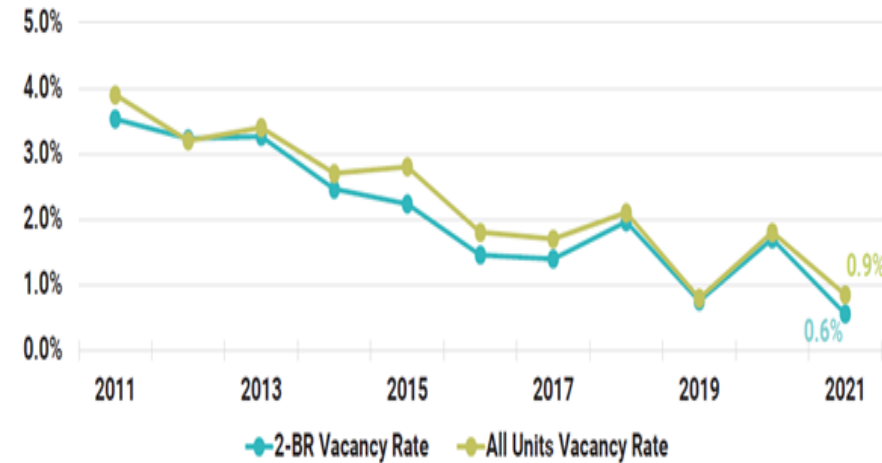
1. Rapid Re- Housing-A Federal Program that provides funding to the States, Local governments and PHA's to assist households in Rents, Deposits and Utilities.
2. Eviction Diversion Mortarium – A Federal program that **(STOPS)** tenant evictions.
3. Emergency Shelters, Transitional and Permanent Housing programs.

THE LACK OF AFFORDABLE HOUSING

In New Hampshire, the need for affordable housing stock is critical. *The New Hampshire Housing Finance Agency - 2021 NH Residential Rental Cost Survey Reports the following;*

	Sample Size	Rent Range	Median
2021 GROSS RENT			
0-Bedroom	452	\$250 - \$2,400	\$876
1-Bedroom	3,298	\$400 - \$2,961	\$1,118
2-Bedroom	5,492	\$469 - \$3,413	\$1,498
3-Bedroom	1,393	\$622 - \$3,785	\$1,506
4+ Bedrooms	239	\$837 - \$4,426	\$1,781
All Bedrooms	10,874	\$250 - \$4,426	\$1,373

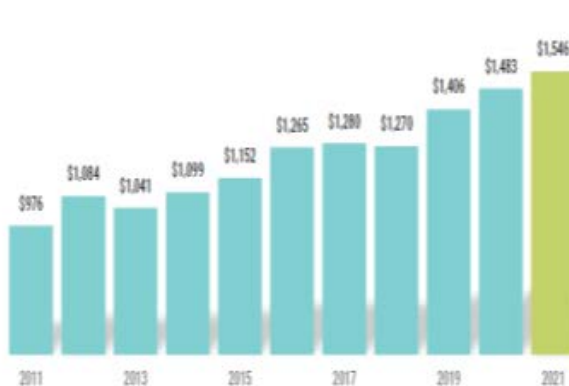
The Statewide Vacancy Rates, 2-Bedroom & all units (2011-2021) is as follows;



The City of Manchester

Median Monthly Gross Rents for a 2/Bedroom Unit is **\$1,546.00**.

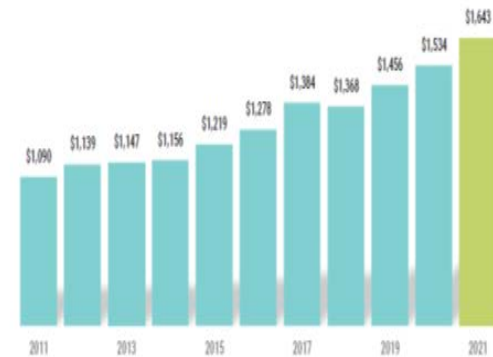
	Sample Size	Rent Range	Median
CITY OF MANCHESTER			
0-Bedroom	138	\$451 - \$2,400	\$929
1-Bedroom	649	\$643 - \$1,895	\$1,206
2-Bedroom	931	\$531 - \$2,343	\$1,546
3-Bedroom	414	\$867 - \$2,706	\$1,460
4+ Bedrooms	85	\$1,264 - \$4,426	\$1,589
All Bedrooms	2217	\$451 - \$4,426	\$1,401



In Hillsborough County

the Median Monthly Gross Rents for a 2/Bedroom Unit, is the second highest in the State of New Hampshire, **at \$1,643.00**.

	Sample Size	Rent Range	Median
HILLSBOROUGH COUNTY			
0-Bedroom	188	\$451 - \$2,400	\$993
1-Bedroom	1,181	\$500 - \$2,002	\$1,231
2-Bedroom	2,142	\$531 - \$2,700	\$1,643
3-Bedroom	638	\$867 - \$2,706	\$1,530
4+ Bedrooms	116	\$1,175 - \$4,426	\$1,603
All Bedrooms	4,265	\$451 - \$4,426	\$1,526



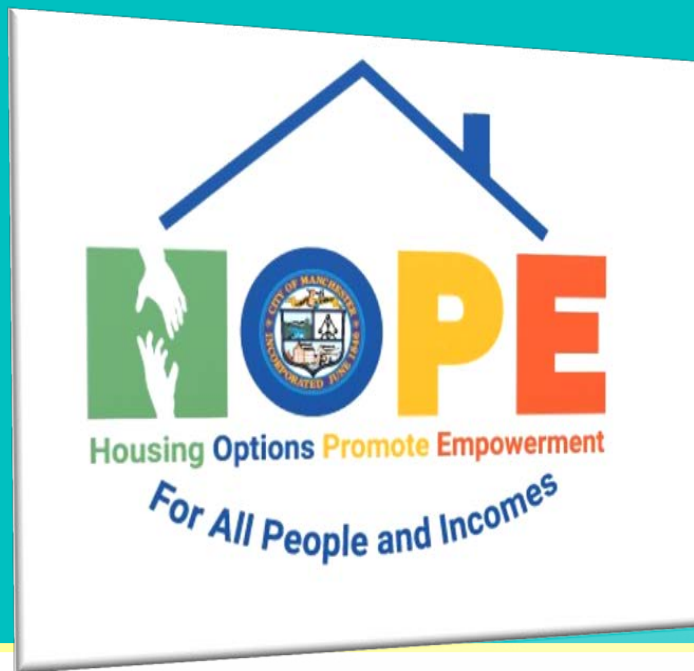


HOPE

CONSIST OF THREE PHASES

HOPE (Housing Options Promote Empowerment), Housing Strategies for “All People, and All Incomes of the Queen City.” At the City of Manchester, we are committed to Humanity and the Diversity of Communities. This program will provide housing options for the Homeless, Extremely low-Income (Eli), Very low- Income (VLI), and Low-Income (LI) populations that experience the Cost Burden issues associated with the lack of affordable housing.

- HOPE I- The Chronically Homeless Population
- HOPE II- Empowerment Capacity Building
- HOPE III - Community Awareness Outreach Campaign



HOPE I

will focus on the hardest to serve population, the Chronically Homeless Camper, who often experiences extreme mental health and/or addiction issues. Prioritizing Public Safety, the HOPE I team will clear encampments located on City-owned property, Public Parks, Cemeteries or presents a clear danger or safety issue for the homeless camper or public. Currently, the Homeless Outreach Team provides support services to individual campers daily, and the homeless camper is offered the opportunity for housing placement with support services when available.

1. **Recommendation-** The City should support Housing Agencies that place emphasis on Mental Health and Drug Addiction and continue to support Special Needs Housing initiatives that support the Chronically Homeless population, who are experiencing Mental Health Illnesses.
2. **Recommendation:** To further support the current Homeless Outreach team efforts. The HOPE 1 team proposes utilizing a Central location to provide outreach services.
3. **Recommendation:** All Encampments located on City property should be posted and cleared immediately and expeditiously within a specified time frame, not allowing for the re-establishment of the current encampment and or new encampments. In addition, we should increase or dedicate more staff members to Posting and Clearing the encampments with a higher level of frequency.

The Encampment Transition Legal Process

City-owned open property

Unauthorized persons on city-owned open property shall be handled based upon the nature of the city-owned open property. **Parks and cemeteries** A “park” is defined by ordinance as “[a] park, playground, beach, recreation center, cemetery, or any other area in the city, owned or used by the city, and devoted to active or passive recreation.” **See Manchester, NH Code of Ordinances, §96.03.** Conduct in city parks and cemeteries, is controlled by Chapter 96 of the City of Manchester Code of Ordinances. Chapter 96 prohibits the following conduct in parks: Violating park curfew (generally from 11:00 p.m. to 7:00 a.m.) **See Ordinance, at §96.04** Polluting “waters.” “Waters” means “... any fountain, pond, lake, stream, or other body of water in or adjacent to any park or any tributary, stream, storm sewer, or drain flowing into such waters.” **See Id. at §96.05(A);**Littering. **See Id. at §96.05(B);**

Possess any opened uncapped alcoholic beverage or drink any alcoholic beverage. **See Id. at §96.06(A)(1);** Build or attempt to build a fire. **See Id. at §96.06(B);** Engage in games of chance except raffles, bingo, Lucky 7, or other games of chance authorized by the State. **See Id. at §96.06(C);** Disorderly or threatening behavior. **See Id. at §96.06(D);**Camping without permission. **See Id. at §96.06(E);**Golfing without permission. **See Id. at §96.06(F);** Smoking any tobacco, tobacco related product, filter or other plant or weed except in such areas as are specifically designated for smoking by the Director of Parks. **See Id. at §96.06(H);** Hanging items including, but not limited to, clothes, textiles, tarps, bags, or ropes, from any tree, fence, lamp, post, or structure in any city park. **See Id. at §96.06(I);**

Conducting a syringe service program, needle exchange program, or any similar program related to the exchange of devices used for injecting drugs in any city park. **See Id. at §96.06(J);** Failure to obey state motor vehicle laws while in the park; **See Id. at §96.07(A);**Failure to obey traffic enforcement officers or park employees officially instructing and directing traffic in the parks and on the roads, highways, or streets immediately adjacent thereto. **See Id. at §96.07(B);**Failure to obey traffic signs including parking signs in the park. **See Id. at §96.07(C);**Exceed speed limits ; **See Id. at §96.07(D);** and Operate a motor vehicle including motorcycles, mini-bikes, or motorized go-carts on any area except paved park roads or parking areas. **See Id. at 96.07(E).**

In the event that a person complains that another person is violating any of the provisions set forth above, the person should be directed to contact the Manchester Police Department and make a report. If upon investigation, the Manchester Police Department determines that a person is violating any of the above-listed provisions, the person may be subject to citation and “ejection” from the specific park in which the offense occurred. The City, through the Department of Public Works, shall arrange for any necessary clean-up. **Green Spaces** -Unauthorized persons occupying city-owned green spaces are potentially subject to the notice of vacate procedure. “City-owned green spaces” are those undeveloped areas in Manchester that do not fall under the definition of a “park” as defined by §96.03 of the Manchester, NH Code of City Ordinances. **City-managed land**-Unauthorized persons occupying land owned by another public entity (i.e. State, Federal Government or County) but managed by the city present a potentially different situation depending upon the nature of any management agreement.

In determining what action may be taken, the owner of the land-in-question should be identified using the City’s GIS Application. The City’s Department of Public Works should be consulted about whether there is any management agreement in place regarding the land-in-question and a copy of any agreement should be obtained. Once obtained, please consult with the Office of the City Solicitor regarding what actions may be taken under the agreement.

Caveat

If the property involved does not fall into one of the above subcategories, please reach out to our office regarding the situation and we can provide advice as to the potential procedures available.

The Encampment Transition Legal Process

Private Property

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ENCAMPMENT REPORTING ***PROCESS***

1. HOPE 1 Encampment Report Form

Available to the public via the
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Homelessness Initiatives.



CITY OF MANCHESTER

HOPE I

Housing Options Promote Empowerment
(Encampment Report Form)

Date of Report: __/__/__

Optional Contact Information:

Name: _____

Address: _____ City: _____ State: _____ Zip: _____

Phone: (____) _____ - _____ Email: _____

Please complete the following information:

Date of Observation: __/__/__ Time: _____ A.M. or P.M.

(Please write a brief narrative describing what you observed that caused you to file this report
and please include the location to the best of your ability):

How many tents did you observe? _____

How many people did you observe? _____

(Please feel free to include any additional information that you believe may be helpful).

*The City of Manchester's mission is to move people from harmful housing instability to beneficial house stability.
This procedure is limited to circumstances where the encampment poses a danger to the health and safety of individuals.*



HOPE I WORKFLOW SYSTEM

HOUSING OPTIONS PROMOTE EMPOWERMENT

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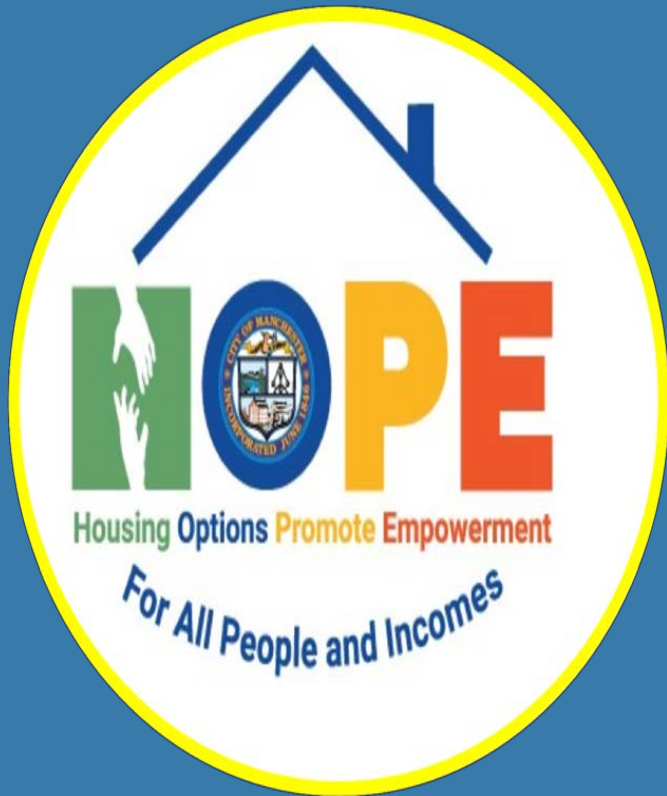


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- Granted privacy and property protection.
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The Homeless Bill of Rights has become law in several states such as Rhode Island, Minnesota, Connecticut, and Missouri; still under consideration are California, Delaware, Oregon, Colorado, Tennessee, and Vermont. In addition, many states are introducing a Rights to Rest Act on behalf of the homeless.



THE HOMELESS BILL OF RIGHTS / NONE BINDING RESOLUTION

This Proactive Approach will ensure the City's requirements while providing a framework/structure for engagement with our City's Homeless population.

Ordinances that are already established and approved, such as; Ordinance Section 130.13 and 130.15. N.H. R.S.A. 236:58 shall be included. In addition to newly established and /or adopted ordinances by the BMA.

1. Recommendation:

The City of Manchester should Establish and Adopt A Homeless Bill of Rights / None Binding Resolution.

Key Features to be considered/revised

- Protections against segregation, laws targeting homeless people for their lack of housing and not their behavior, and restrictions on the use of public space.
- Granted privacy and property protection.
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- Personal Property and Storage.
- City of Manchester's processes regarding the clearing of Encampments.

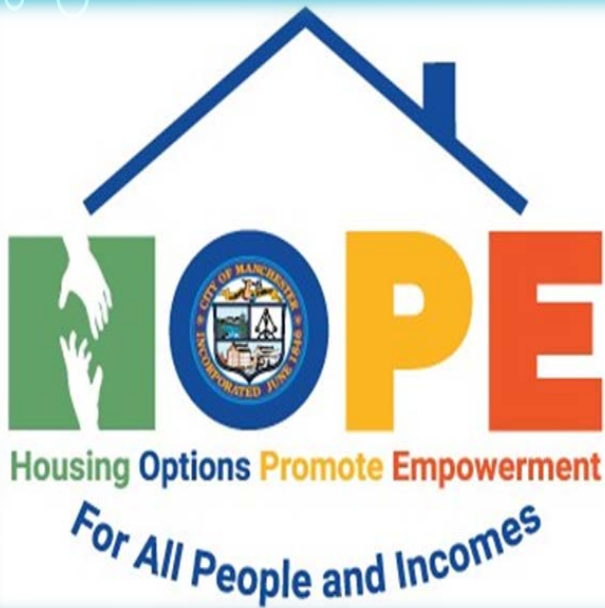


HOPE II - Empowerment Capacity Building

To prevent or reduce homelessness, we must invest in our local Not-For-Profits, For-Profits, Faith-Based Initiatives, Private Landlords, and Housing Developers willing to create and provide a broader range of housing options for the citizens of Manchester; we need to provide training and resources. The City's Community Improvement Program (CIP) and the Director of Homelessness Initiatives (DHI) departments should offer training to assist providers in building capacity to meet our City's long-term Affordable housing and support service priorities. The focus should be placed on Permanent Housing, Permanent Supportive Housing, and Special Needs Housing stock. This housing matrix is required to decrease the episodes of homelessness amongst our most vulnerable populations Special Needs, Extremely low-Income (Eli), Very low- Income (VLI), and Low-Income (LI) people that experience the Cost Burden issues associated with the lack of affordable housing.

- 1. Recommendation:** Continue to fund and support initiatives that foster collaborations that provide training and resources to Developers.
- 2. Recommendation:** Annually dedicate a percentage - set aside Tax Deed Properties and Buildable Lots for use in Affordable Housing Developments.
- 3. Recommendation:** Create additional sources of revenues to sustain and maintain the City of Manchester's Affordable Housing Trust.
- 4. Recommendation:** Create a Positive Landlord program with built-in incentives for participation in Affordable Housing Initiatives.





HOPE III- Community Awareness Outreach Campaign-

Create a Director of Homelessness Initiatives (DHI) web page located on the City of Manchester's website, where citizens can stay informed about homeless initiatives. In addition, to empowering themselves and connecting with local housing providers for assistance. Also, the public will have access to Email the Director of Homelessness Initiative at: HOPE@MANCHESTERNH.GOV or Call: (603) 792-3859. The campaign will provide and distribute information while garnering support for its success. This campaign will encourage partnerships and promote the exchange of ideas for the betterment of "All People, and All Incomes of the Queen City."

1. **Recommendation-** Create a local Stake Holder Group with a minimum of 3 currently or formerly homeless participants to facilitate and champion the City of Manchester's Homelessness and Affordable Housing Initiatives.
2. **Recommendation-** Provide access to services through online communications. Any person in need of assistance will have access to the HOPE Brochure and HOPE Business Cards with the (QR-Code) to access online resources via Cell phones, Laptops, and Desktops, gaining access to various applications to empower themselves to self- sufficiency.
3. **Recommendation:** Host quarterly homeless town halls/seminars to educate the public and garner support for the homeless, housing, social services agencies, and other City of Manchester's Housing Initiatives.
4. **Recommendation-** Promote community awareness and support about the City of Manchester's housing initiatives, the City's logo should be placed on all current and future Housing Developments that have received funding and support from 2019 to the present.
5. **Recommendation-** Provide an Annual Proclamation and Celebration of the City of Manchester's successes around Homelessness and Affordable Housing Initiatives for "All People, and All Incomes of the Queen City."



In 2020, the State of New Hampshire issued an Executive Order -
 to establish a council to create and implement a plan to create housing stability for all citizens of the State of New Hampshire.
The Council for Housing Stability, released a plan in July of 2021, with a significant goal to increase housing units by **13,500 by 2024**.
 This Council created **Six** objectives and targets to achieve and measure what is now known as the **North Star Goals**.
The City is on Target to meet all the North Star's Goals.

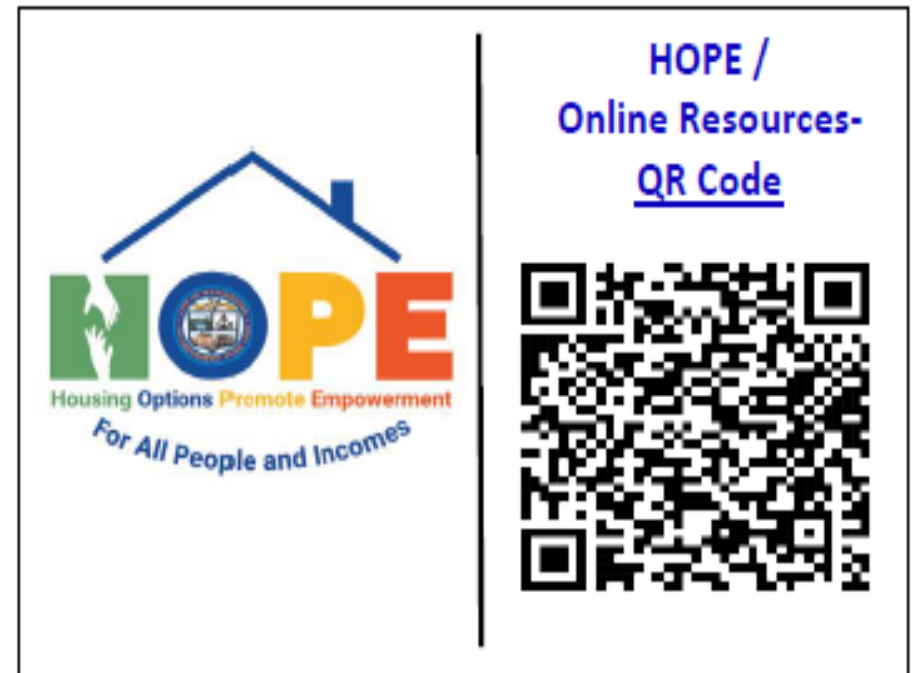
- | | | |
|---|--|---|
| <ol style="list-style-type: none"> Promote increased housing stability at the state and local levels by improving crisis response, services infrastructure and policies that support individuals and families to maintain housing in their community. Remove regulatory barriers to affordable housing in order to expand New Hampshire's housing market for all persons with special emphasis on affordable, accessible options and using innovative approaches. | <ol style="list-style-type: none"> Increase production of publicly financed affordable housing with supportive services. Deploy targeted financial incentives or tax off-sets designed to promote private-market housing production and use of existing structures for rental housing that is affordable to the lowest incomes and households in need of on-going community support. | <ol style="list-style-type: none"> Achieve a productive legislative strategy for the 2022 session that supports efforts to increase housing production. Integrate and coordinate a housing stability governance structure connecting state government with local communities through needs assessments, strategic initiatives, and data-driven decision-making. |
|---|--|---|

HOPE I Homeless / Chronic Homeless	HOPE II Capacity Building	HOPE III Community Awareness and Outreach
<p>The City of Manchester provides funding and support for the HMIS (Homeless Management Information Systems), a Database used to track, evaluate, and provide services to the homeless population of the City of Manchester. In addition, the system offers a coordinated entry for homeless participants into a services delivery system that is used by over 40 registered agencies of the Manchester Continuum of Care.</p>	<p>The City of Manchester, has provided funding for agencies that provide affordable housing and housing with support services.</p> <p>In 2021, the City of Manchester, Announced three RFP's (Request for Proposals) to create affordable housing for the citizens of Manchester, and provided capacity training for agencies and housing developers.</p> <ol style="list-style-type: none"> Pearl St. Parking Lot Initiative- Acquisition and Development of the for Affordable Housing. Hartnett St. Parking Lot Initiative- Acquisition and Development of the for Affordable Housing. 4.7 million dollars RFP (Request for Proposal), for the creation of Affordable Housing Units. The cycle recently closed and a total of six Affordable Housing projects are under review. The City of Manchester will fund the Affordable Housing Trust at 3 million dollars to create a Border Range of Affordable Housings. 	<p>In 2020, the City of Manchester established an Affordable Housing Taskforce comprised of community stakeholders. The Affordable Housing Task Force Summary was published in April of 2021. A recommendation was made to establish a Housing Commission through an ordinance. The Housing Commission will implement the Affordable Housing Task Force's recommendations while ensuring diversity and inclusion in the development of Affordable Housing and sustainability.</p> <p>In 2021, The City surveyed the citizens of Manchester regarding the use of the American Cares Act Funding of 43 million dollars. All priorities are currently being implemented based on the citizens of Manchester's feedback.</p> <p>In 2021, The City of Manchester recently hired a Director of Homelessness Initiatives to assist in leading the City response to issues related to homelessness.</p> <p>In 2021, The City of Manchester introduce their newest imitative HOPE (Housing Options Promote Empowerment).</p>



DHI Brochures and DHI Business Cards with the **QR Code** will be made available to the public for access to the resources to help themselves.

Director of Homelessness Initiatives Webpage / Direct Access to Resources Page





H.O.P.E.

HOUSING OPTIONS PROMOTE EMPOWERMENT

IS

THE ONLY ANSWER

The City of Manchester's newest initiative, **HOPE (Housing Options Promote Empowerment)**, will provide a Homeless Housing system that incorporates Emergency Shelters, Transitional Housing, Special Needs Housing, Permanent Supportive Housing, and Permanent Housing; the concept will prioritize "All People, and All Incomes of the Queen City."

Andre R. Parent
Chief of Department



Matthew A. K. Lamothe
Assistant Chief

City of Manchester *Fire Department*

TO: Board of Mayor and Aldermen

CC: Sharon Wickens

FROM: Chief Andre R. Parent

DATE: July 20, 2021

RE: Fire Department Donation

I am seeking approval from the Board of Mayor and Aldermen to allow the Manchester Fire Department to accept two donations: \$1,000 from the Gospel Baptist Church and \$500 from First. Thank you for your attention to this matter.



June 2, 2021

City of Manchester Fire Department
100 Merrimack Street
Manchester, NH 03101

To Whom It May Concern:

Enclosed please find an unrestricted \$500.00 contribution from *FIRST*. The Manchester Fire Department may use these funds for any need which you determine will make the best use of this contribution. As has been our practice in years, this is a gift made at *FIRST*'s fiscal year-end.

Thank you for your outstanding service and responsiveness when called. We, at *FIRST*, sincerely appreciate it.

Best regards,

Danielle Pliska
VP, Finance
FIRST

CC: Linda Tenda
Facility Manager, *FIRST*

FOR INSPIRATION & RECOGNITION OF SCIENCE & TECHNOLOGY

200 Bedford Street ■ Manchester, NH 03101 ■ 800.871.8326 603.666.3906

www.firstinspires.org

TO THE HONORABLE BOARD OF MAYOR
AND ALDERMEN:I/We MICHAEL VALLEF
Name(s)

Owner(s) of the real estate abutting upon

357 MITCHELL ST
Street AddressManchester, NH 03103
Zip Code

Desire that:

- ☐ A sidewalk be constructed along said frontage
- ☐ A sidewalk be reconstructed along said frontage
- ☒ Curbing be installed along said frontage
- ☐ Curbing be reset along said frontage

I/we the undersigned request your Honorable Board to grant this petition and to direct the Public Works Director to prepare and execute the necessary agreement between said petitioner(s) and the City of Manchester and forthwith to carry out the work as specified above.

Signed:

 6-23-21
Owner Date

Mailing Address:

357 MITCHELL ST
MAN. N.H. 03103

Phone #:

603 493.0429

Email:

Part I

TO THE HONORABLE BOARD OF MAYOR
AND ALDERMEN:

I/We Brittany Roman & Eric Roman
Name(s)

Owner(s) of the real estate abutting upon

70 McDuffie St
Street Address

Manchester, NH
Zip Code

Desire that:

- ☐ A sidewalk be constructed along said frontage
- ☒ A sidewalk be reconstructed along said frontage
- ☐ Curbing be installed along said frontage
- ☐ Curbing be reset along said frontage

I/we the undersigned request your Honorable Board to grant this petition and to direct the Public Works Director to prepare and execute the necessary agreement between said petitioner(s) and the City of Manchester and forthwith to carry out the work as specified above.

Signed:

<u>Brittany Roman</u> <small>Owner</small>	<u>06/29/21</u> <small>Date</small>
<u>Eric O. Roman</u> <small>Owner</small>	<u>06/29/21</u> <small>Date</small>

Mailing Address:

70 McDuffie St

Manchester, NH 03102

Phone #:

978-427-9803

Email:

brittany.roman0105@gmail.com

Part I

TO THE HONORABLE BOARD OF MAYOR
AND ALDERMEN:

I/We ELMSTHY J. PROPS
Name(s)

Owner(s) of the real estate abutting upon


1294 BEECH ST.
Street Address

Manchester, NH 03104
Zip Code

Desire that:

- ☐ A sidewalk be constructed along said frontage
☐ A sidewalk be reconstructed along said frontage
☒ Curbing be installed along said frontage
☐ Curbing be reset along said frontage

I/we the undersigned request your Honorable Board to grant this petition and to direct the Public Works Director to prepare and execute the necessary agreement between said petitioner(s) and the City of Manchester and forthwith to carry out the work as specified above.

Signed:  6-22-21
Owner Date

Mailing Address:

1294 BEECH ST.
MANCHESTER NH 03104

Phone #:

603-860-8655

Email:

TIME R BLEWIS FIRE. com

Part I

TO THE HONORABLE BOARD OF MAYOR
AND ALDERMEN:

I/We Richard & Dolores
Name(s)

Owner(s) of the real estate abutting upon

Lemay
City - Conservation
Street Address Land

Manchester, NH 03103-7324
Zip Code

Desire that:

- ☐ A sidewalk be constructed along said frontage
- ☐ A sidewalk be reconstructed along said frontage
- ☒ Curbing be installed along said frontage 50/50
- ☐ Curbing be reset along said frontage

I/we the undersigned request your Honorable Board to grant this petition and to direct the Public Works Director to prepare and execute the necessary agreement between said petitioner(s) and the City of Manchester and forthwith to carry out the work as specified above.

Signed:

Richard Lemay 6/27/21
Owner Date

Dolores Lemay 6/27/21
Owner Date

Mailing Address:

174 Riverdale Ave.
Manchester, NH 03103

Phone #:

603-668-8618

Email:

Lemay04@comcast.
net

Thank you.



TO THE HONORABLE BOARD OF MAYOR AND
ALDERMEN:

I/we, Claudio Pimentel, Erica Pimentel, the
Name(s)

owner(s) of the real estate abutting upon 12 Linden Street
Street Address

Manchester, NH 03104
Zip Code

Description (including footage): A Couple pot holes on
Sidewalk. I have 2 daughters with
Special Needs that keep tripping on it.
Im afraid of hurting ankles. Thank you!

desire that:

- ☒ A sidewalk be constructed along said frontage
- ☒ A sidewalk be reconstructed along said frontage
- ☐ Curbing be installed along said frontage
- ☐ Curbing be reset along said frontage

hereby agreeing that if said improvement is made, I/we will pay one-half (1/2) the cost of same. I/we the undersigned request your Honorable Board to grant this petition and to direct the Public Works Director to prepare and execute the necessary agreement between said petitioner(s) and the City of Manchester and forthwith to carry out the work as specified above.

Signed:

Claudio Pimentel
Owner

Erica Pimentel
Owner

12 Linden Street Manchester NH 03104
Mailing Address

Phone #: 603-318-8762

Date: 6/15/21

Part 1

TO THE HONORABLE BOARD OF MAYOR
AND ALDERMEN:

I/we Harry & Teresa Harris
Name(s)

Owner(s) of the real estate abutting upon

96 Brac Burn Drive
Street Address

Manchester, NH

03104
Zip Code

Desire that:

- ☐ A sidewalk be constructed along said frontage
☐ A sidewalk be reconstructed along said frontage
☐ Curbing be installed along said frontage
☒ Curbing be reset along said frontage

I/we the undersigned request your Honorable Board to grant this petition and to direct the Public Works Director to prepare and execute the necessary agreement between said petitioner(s) and the City of Manchester and forthwith to carry out the work as specified above.

Signed:

 7/20/21
Owner Date

Mailing Address:

96 Brac Burn Drive
Manchester, NH 03104

Phone #:

1603-860-2577 (Teresa)

Email:

teresaharrismarketing@comcast.net

Our

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Part I

TO THE HONORABLE BOARD OF MAYOR
AND ALDERMEN:

I/We Summit Place Condominium Association
Name(s)

Owner(s) of the real estate abutting upon
Robert Court

Street Address

Manchester, NH 03103
Zip Code

Desire that:

- ☐ A sidewalk be constructed along said frontage
- ☒ A sidewalk be reconstructed along said frontage
- ☐ Curbing be installed along said frontage
- ☐ Curbing be reset along said frontage

I/we the undersigned request your Honorable Board to grant this petition and to direct the Public Works Director to prepare and execute the necessary agreement between said petitioner(s) and the City of Manchester and forthwith to carry out the work as specified above.

Signed:

Debby McGrath July 1, 2021
Owner Date

Owner

Date

Mailing Address:

NH Core Properties (Property Management Company)

722 E Industrial Park Dr #14, Manchester, NH 03109

Phone #:

603-645-6223

Email:

debby@nhcoreproperties.com



July 16, 2021

Mr. Matt Normand
City Clerk
City of Manchester
1 City Hall Plaza
Manchester, NH 03101

RECEIVED

JUL 20 2021

City Clerk's Office

Re: Emergency Connectivity Fund

Dear Mr. Normand:

Comcast is proud to support school districts and libraries eligible for federal E-Rate funding as they work to connect households to the power of the Internet at home through the FCC's Emergency Connectivity Fund (ECF), which is administered through the Universal Service Administrative Company (USAC). This letter is to inform the communities we serve that local school departments and libraries may be able to seek reimbursement through ECF to sponsor Internet service as part of our Internet Essentials Partnership Program.

Enclosed, for your convenience, please find information about ECF. Additionally, USAC has created a helpful website, <https://www.emergencyconnectivityfund.org/>, for organizations to learn more about the funds and to apply. There is a 45-day application window to apply for this funding, which opened on June 29, and will remain open until August 13.

If you would like to discuss how your school district or libraries can partner with Comcast to sponsor students using ECF, please do not hesitate to contact me at **Bryan_Christiansen@cable.comcast.com** or **617.279.6956**. Thank you again for your generous support of students, families, patrons, teachers, and staff.

Very truly yours,

Bryan Christiansen

Bryan Christiansen, Sr. Manager
Government Affairs

Emergency Connectivity Fund

The FCC's Emergency Connectivity Fund (ECF) is a \$7.17 billion government program to help schools and libraries provide the tools and services needed for remote learning during the COVID-19 emergency period. For eligible schools and libraries, the ECF program will cover reasonable costs of: (1) Internet connectivity for students, school staff, and library patrons at locations other than schools or libraries; (2) equipment such as Wi-Fi hotspots, modems, and routers; and (3) laptop and tablet computers.

Comcast is proud to support partners who apply for ECF. Eligible applicants interested in working with Comcast to obtain high-speed Internet service on behalf of students, school staff, and library patrons using ECF can do so through our acclaimed Internet Essentials Partnership Program (IEPP). Leveraging IEPP, we have a streamlined process for eligible entities to seek ECF funds and quickly connect individuals in need to broadband access at home through Internet Essentials from Comcast.

Comcast is proud to support partners who apply for ECF.

IEPP ECF Partners may select between one of two speed-tier options of service.

INTERNET ESSENTIALS:

- 50/5 Mbps
- \$9.95/month + tax
- Equipment rental fees included
- CIPA compliant through xFi Advanced Security and Parental Controls

INTERNET ESSENTIALS PLUS:

- 100/5 Mbps
- \$29.95/month + tax
- Equipment rental fees included
- CIPA compliant through xFi Advanced Security and Parental Controls

Who is Eligible to Receive Funding through ECF?

Funding will be limited to nonprofit schools, libraries, and consortia of schools and libraries that are eligible for support under the FCC's E-Rate program, as well as Tribal libraries eligible for support under the Library Services and Technology Act. Funding will be prioritized for the highest needs schools based on the percentage of students eligible for the National School Lunch Program, with an additional factor based on rurality.

How Can Schools and Libraries Apply for Funding?

The initial application filing window will open on June 29, 2021, and close on August 13, 2021. During this time, eligible entities can submit funding requests to the FCC to cover the cost of eligible services, equipment, and devices between July 1, 2021 and June 30, 2022. Applicants must specify if they will submit invoices or if their service provider has agreed to submit invoices on their behalf. The Universal Service Administrative Company (USAC) is the administrator of the ECF program and will review applications and issue funding commitment decision letters (FCDL) for approved organizations. After receiving an FCDL, approved organizations may submit reimbursement requests to USAC. A second filing window may be opened for prospective or retrospective purchases if not all funds are used within the first filing window. Interested schools and libraries can find more information and apply at EmergencyConnectivityFund.org.

To learn more, visit InternetEssentials.com/Sponsor





July 21, 2021

Mr. Matt Normand
City Clerk
City of Manchester
1 City Hall Plaza
Manchester, NH 03101

Re: Xfinity TV Service Changes

Dear Mr. Normand:

We are committed to keeping you and our customers informed about changes to Xfinity TV services. Accordingly, please note the following change(s) to the Xfinity services provided in your community that will take effect August 18, 2021:

Our \$17.95 Xfinity TV Latino service will be renamed Latino Plus and include over 2,000 hours of Video On Demand content from FlixLatino and ATRESplayer at no additional charge. Latino Plus will no longer be available for new subscriptions; however, customers currently subscribing to the service will continue to receive the service until they make a change or receive further notice.

A new Xfinity TV Latino service will be available at \$10 per month and will include up to 45 channels, including Discovery Espanol, ESPN Deportes, and Pasiones.

The monthly fee for Selecto will be reduced from \$14.99 to \$9.00 per month. Customers will continue to receive all the same channels they have been receiving.*

The Basic Latino package will now include up to 2,000 hours of Video On Demand content from FlixLatino and ATRESplayer at no additional charge.*

In addition, on August 30, 2021, CKSH will move from channels 95/1003 to channel 1199.

Customers are receiving notice of these changes in their bill.

Please feel free to contact me at Bryan_Christiansen@cable.comcast.com should you have any questions.

Very truly yours,

Bryan Christiansen

Bryan Christiansen, Sr. Manager
Government Affairs

*These services were previously made "no longer available for new subscription".



July 14, 2021

City Clerk's Office

JUL 14 2021

RECEIVED

Board of Mayor and Aldermen
City of Manchester
One City Hall Plaza
Manchester, NH 03101

Dear Mayor Craig and Aldermen of Manchester:

I write on behalf of Associated Builders and Contractors of New Hampshire/Vermont ("ABC") and as a resident of Manchester. Our members include more than 230 construction industry contractors and vendors in New Hampshire -many whom that call Manchester home. A fundamental interest for ABC and its members is to ensure fair and open competition in the awarding of governmental construction contractors. New Hampshire's citizens and taxpayers are best served through a process whereby contracts are awarded based on merit and the quality of the construction services provided (*i.e., quality, safety efficiency, etc.*) and not on third-party affiliations.

As you know, On May 10, the U.S. Department of Treasury issued guidance concerning the American Recovery Plan Act (ARPA) \$350 billion of federal funding for state and local governments to use on infrastructure projects such as water and sewer systems and broadband expansion.

In its guidance, the Treasury Department "*encourages recipients [of ARPA funds] to ensure that water, sewer, and broadband projects use strong labor standards, including project labor agreement and community benefits agreements that offer wages at or above the prevailing rate...*" This guidance also states that "*Treasury will seek information from recipients on their workforce plans and practices related to water, sewer, and broadband projects*" using ARPA funds.

My organization's members are concerned that city planners may erroneously rely on Treasury's *suggestion* as a mandate to include an expensive, discriminatory, and costly project labor agreements (PLAs).

A project labor agreement (PLA) is a jobsite-specific collective bargaining agreement unique to the construction industry that typically requires companies to agree to recognize unions as the representatives of their employees on that job, use the union hiring hall to obtain most or all construction labor, exclusively hire apprentices from union programs, follow union work rules, and pay into union benefit and multi-employer pension plans that open shop employees would be unlikely to access. PLAs needlessly increase taxpayer-funded construction costs by

58 Chenell Drive · Concord, NH · 03102
josh@abcnhvt.org
(603) 717-1282

12% to 20% and discourse competition from many of our nation's small and large nonunion construction businesses.

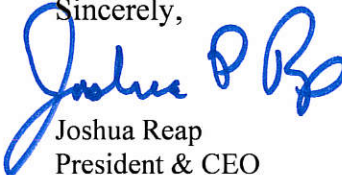
Overwhelmingly, 90% of New Hampshire's construction workers choose to work open shop, that is they choose not to be represented by organized labor. Additionally, many of them receive training already through their employers, especially those in electrical and plumbing trades. The use of a PLA would preclude those open shop training pathways in favor of just the few union-only programs.

In short, PLA requirements have the practical impact of excluding many Manchester firms and their employees from the opportunity to compete to build federally financed state and local construction projects at a time when we need to create opportunities for all employers and employees who have been severely affected by the COVID-19 pandemic.

U.S. Treasury's **guidance on a PLA is an encouragement, not a requirement.** This one-size-fits-all "guidance" strips equity from the existing labor force and artificially limits educational pathways. The guidance from Treasury may be more warmly adopted in cities such as Boston or New York but makes no sense in the Granite State.

We are excited to read how Manchester will make use of ARPA funds to tackle infrastructure needs while addressing workforce development in construction. However, in the interest of fairness and preserving taxpayer dollars, we urge against using a PLA on any projects.

We would be happy to meet with you and members of your team to discuss our concerns further or answer any questions you may have.

Sincerely,

Joshua Reap
President & CEO

Emily Gray Rice
City Solicitor

Peter R. Chiesa
Deputy City Solicitor



Gregory T. Muller
John G. Blanchard
Jeremy A. Harmon
Steven J. Ranfos
Kathleen A. Broderick
Jessica Cain
Amy H. Manchester

CITY OF MANCHESTER
Office of the City Solicitor

July 28, 2021
Board of Mayor and Aldermen
One City Hall Plaza
Manchester, NH 03101

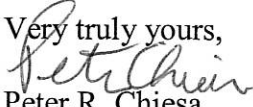
Re: **Lawsuits**

Dear Ladies and Gentlemen:

In furtherance of the Board's request for listings of lawsuits, the following remain pending against the City. Monthly updates will be forthcoming.

<u>Plaintiff</u>	<u>Type of Case</u>	<u>Dept</u>	<u>Handling</u>
Michael Jones	Trespass	DPW	Outside
Johathan Bijelol	Damages	MPD	Outside
Michael Dillon	Damages	PCD	Outside
One Brick LLC	Zoning Appeal	PCD	Solicitor
Keith Carter	Damages	Parking	Outside
Adria St. Cyr	Quiet Title	PCD	Solicitor
Linda Garrish-Thomas	Zoning Appeal	PCD	Solicitor
Heather Rogers	Slip/Fall	MHT	Outside
Estate of Raiche	Damages	MPD	Outside
Joseph Levasseur	RSA 91-A	MPD	Outside
Aaron Brown	Defamation	MPD	Outside
MegAnn Owens	Car Accident	DPW	Outside
Chasrick Heredia	Damages	MPD	Outside
Neil Pineda-Landaverde	Damages	MPD	Outside

If you have any questions, feel free to contact me.

Very truly yours,

Peter R. Chiesa
Deputy City Solicitor

cc: Matthew Normand, City Clerk

One City Hall Plaza • Manchester, New Hampshire 03101 • (603) 624-6523 • FAX: (603) 624-6528
TTY: 1-800-735-2964

E-Mail: solicitor@manchesternh.gov • Website: www.manchesternh.gov

City of Manchester
New Hampshire

In the year Two Thousand and Twenty One

A RESOLUTION

“Amending the FY 2021 Community Improvement Program, authorizing and decreasing funds in the amount of Three Hundred Thirty Nine Thousand Two Hundred Dollars (\$339,200) for the FY 2021 CIP 410821 Emergency Management Equipment & Supplies.”

Resolved by the Board of Mayor and Aldermen of the City of Manchester as follows:

WHEREAS, the Board of Mayor and Aldermen has approved the 2021 CIP as contained in the 2021 CIP budget; and

WHEREAS, the 2021 CIP contains all sources of funds to be used in the execution of projects; and

WHEREAS, the Board of Mayor and Aldermen wishes to decrease funding from the New Hampshire Department of Justice for emergency management equipment and supplies ;

NOW, THEREFORE, be it resolved that the 2021 CIP be amended as follows:

By decreasing:

FY 2021 CIP 410821 Emergency Management Equipment & Supplies- \$339,200 Federal;

Resolved, that this Resolution shall take effect upon its passage

City of Manchester
New Hampshire

In the year Two Thousand and Twenty One

A RESOLUTION

“Amending the FY2022 Community Improvement Program, authorizing and appropriating funds in the amount of Four Million One Hundred Thousand Dollars (\$4,100,000) for the FY 2022 CIP 712022 FY2022 30" Water Main Installation-Londonderry Tanks to Rt 28.”

Resolved by the Board of Mayor and Aldermen of the City of Manchester as follows:

WHEREAS, the Board of Mayor and Aldermen has approved the 2022 CIP as contained in the 2022 CIP budget; and

WHEREAS, the 2022 CIP contains all sources of funds to be used in the execution of projects; and

WHEREAS, the Board of Mayor and Aldermen wishes to allocate STATE funding from the NH Drinking Water Groundwater Trust Fund Grant to provide one-time funding to install a 30" water main from Joseph Drive in Londonderry connecting to Rockingham Road (Route 28).

NOW, THEREFORE, be it resolved that the 2022 CIP be amended as follows:

By adding:

FY2022 CIP 712022 30" Water Main Installation-Londonderry Tanks to Rt 28 - \$4,100,000
STATE

Resolved, that this Resolution shall take effect upon its passage

City of Manchester *New Hampshire*

In the year Two Thousand and Twenty One

A RESOLUTION

“Authorizing Bonds, Notes or Lease Purchases in the amount of Five Million Dollars (\$5,000,000) for the 2022 CIP 712122 Replacement of Fire Station 9 (Calef Rd Station) (DPW Facilities).”

Resolved by the Board of Mayor and Aldermen of the City of Manchester as follows:

SECTION 1. That there be and hereby is authorized under and pursuant to the Municipal Finance Act, and any other enabling authority, the issuance and sale of general obligation serial bonds, notes or lease purchases of the City in the aggregate principal amount of Five Million Dollars (\$5,000,000) as one or more separate bond, note or lease purchase issues for purposes stated in Section 3 of said Act, as more specifically hereinafter indicated. The bonds, notes or lease purchases of each issue shall bear the City Seal, shall be signed by the manual or facsimile signature of the Mayor, countersigned by the manual or facsimile signature of the Finance Officer and shall be payable in such annual installments as shall be determined by the Finance Officer with the approval of the Mayor. Except as otherwise provided by law and this Resolution, discretion to fix the date, maturities, denomination, place of payment, form and other details of each issue of said bonds, notes or lease purchases and of providing for the sale thereof is hereby delegated to the Finance Officer.

SECTION 2. That the proceeds of said bonds, notes or lease purchases be and they are hereby appropriated for the purpose of financing costs of the following public works and improvements of a permanent nature, hereby authorized namely,

Purpose	Amount
2022 – 712122 Replacement of Fire Station 9 (Calef Rd Station)(DPW-Facilities)	\$5,000,000

It is hereby declared that the improvements to be financed by said bonds, notes or lease purchases have a useful life in excess of 30 years.

SECTION 3. That the Finance Officer, with the approval of the Mayor, is hereby authorized to issue at one time or from time to time notes in anticipation of said bonds, notes or lease purchases and to renew or refund the same under and pursuant to and to the extent authorized by RSA 33:7a.

SECTION 4. That an amount sufficient to pay the principal of and interest on said bonds, notes or lease purchases payable in each year during which they are outstanding be and hereby is appropriated and, to the extent other funds are not available for such purpose, said amount shall be included in the tax levy for each year until the debt represented by said bonds, notes or lease purchases is extinguished.

City of Manchester *New Hampshire*

In the year Two Thousand and Twenty One

A RESOLUTION

“Authorizing Bonds, Notes or Lease Purchases in the amount of Five Million Dollars (\$5,000,000) for the 2022 CIP 712122 Replacement of Fire Station 9 (Calef Rd Station) (DPW Facilities).”

Resolved by the Board of Mayor and Aldermen of the City of Manchester as follows:

SECTION 5. That the bonds, notes or lease purchases herein authorized may be consolidated with any other issue of bonds, notes or lease purchases heretofore or hereafter authorized, provided that the last annual installment of any such consolidated issue shall be payable not later than the date on which the last annual installment of the bonds, notes or lease purchases herein authorized must be payable pursuant to this Resolution.

SECTION 6. This Resolution shall take effect upon its passage.

To the Board of Mayor and Aldermen of the City of Manchester:

The Committee on Accounts, Enrollment & Revenue Administration respectfully advises, after due and careful consideration, that the update on the Revolving Loan Fund, has been accepted.

(Unanimous vote with the exception of Aldermen Hirschmann and Terrio who were absent)

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Matthew Normand". The signature is fluid and cursive, with a long horizontal stroke at the end.

Clerk of Committee



Sharon Y. Wickens
Finance Officer

Michele A. Bogardus
Deputy Finance Officer

CITY OF MANCHESTER
Finance Department

July 13, 2021

Committee on Accounts, Enrollment & Revenue Administration
C/o Matthew Normand, City Clerk
One City Hall Plaza
Manchester, NH 03101

Dear Honorable Committee Members,

Attached for your review is a summary of the City's revolving and recovery loan accounts.

Respectfully submitted,

Michele A. Bogardus
Deputy Finance Officer

Enc.

REVOLVING & RECOVERY LOANS
7/13/2021

Loan #	Revolving Loan - City	Original Loan Date	Original Loan Maturity Date	Original Loan Amount	Current Principal Balance	Current Interest Balance	Loan Activity
1	Maax Inc	5/29/2007	5/1/2019	\$210,000.00	\$88,854.61	\$0.00	
2	Lazy Nicks	10/30/2009	10/30/2030	\$40,000.00	\$20,450.47	\$0.00	
3	Cedar & Oak	9/25/2008	1/1/2018	\$41,000.00	\$25,797.39	\$0.00	
4	Delisle Market	1/28/2010	10/15/2020	\$43,500.00	\$23,706.42	\$0.00	
5	Delisle Market - Energy Loan	1/28/2010	8/15/2020	\$20,000.00	\$12,601.35	\$0.00	
				\$354,500.00	\$171,410.24	\$0.00	

SUMMARY NOTES:

Loans 1 & 2 - Status current and in good standing.
Loan 3 - 30 days past due.
Loans 4 & 5 - 60 days past due, sent to Solicitor's Office.

Loan #	Revolving Loan - MDC	Original Loan Date	Loan Maturity Date	Original Loan Amount	Current Principal Balance	Current Interest Balance	Loan Activity
6	844 Elm St	12/12/2003	11/12/2018	\$250,000.00	\$68,232.09	\$260.84	
7	Germania Front	1/20/2012	12/20/2022	\$500,000.00	\$93,087.55	\$518.96	
8	Ancient Fire Mead & Cider	12/7/2017	12/15/2022	\$50,000.00	\$17,928.29	\$78.69	
9	To Share Brewing Company	6/28/2018	7/15/2023	\$40,000.00	\$19,915.90	\$107.60	
10	Palace Theatre Trust	1/24/2019	10/1/2029	\$1,686,622.04	\$1,686,622.04	\$0.00	Interest calculated quarterly on outstanding principal amount due; per diem rate equal to 2% per annum
				\$2,526,622.04	\$1,885,785.87	\$986.09	

SUMMARY NOTES:

Loans 6 thru 10 - Status current and in good standing.

Loan #	Recovery Loans - MDC	Original Loan Date	Loan Maturity Date	Original Loan Amount	Current Principal Balance	Current Interest Balance	Loan Activity
11	JUD Central, LLC	7/23/2020	10/1/2023	\$15,000.00	\$11,333.88	\$18.89	
12	Sawaya Enterprises, Inc	7/23/2020	10/1/2025	\$25,000.00	\$21,407.41	\$35.68	
13	HS 1, LLC db/a Health Source of Manchester	3/26/2021	3/1/2026	\$25,000.00	\$24,581.55	\$40.97	
14	3 Kitchen Bar & Grill LLC	5/17/2021	5/1/2026	\$15,000.00	\$15,000.00	\$25.00	Payments to begin in September 2021
				\$80,000.00	\$72,322.84	\$120.54	

SUMMARY NOTES:

Loans 11 thru 14 - Status current and in good standing.

To the Board of Mayor and Aldermen of the City of Manchester:

The Committee on Accounts, Enrollment & Revenue Administration respectfully advises, after due and careful consideration, that the Finance Department reports:

- Accounts receivable over 90 days
- Aging report
- Outstanding receivables

have been accepted.

(Unanimous vote with the exception of Aldermen Hirschmann and Terrio who were absent)

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Matthew Hammond", with a stylized flourish at the end.

Clerk of Committee



*Sharon Y. Wickens
Finance Officer*

*Michele A. Bogardus
Deputy Finance Officer*

CITY OF MANCHESTER
Finance Department

July 2, 2021

Committee on Accounts, Enrollment & Revenue Administration
c/o Matthew Normand, City Clerk
One City Hall Plaza
Manchester, NH 03101

Dear Honorable Committee Members,

Attached is a summary of the City's accounts receivable over 90 days as well as an aging report. Also included is a list of outstanding receivables that have been submitted to the City Solicitor for review and determination of collectability.

In summary outstanding receivables over 90 days totals \$765,144 out of \$3,316,789 billed. June's outstanding receivables totaled \$634,939 out of \$1,568,740 billed.

Please let me know if you have any questions or require further information.

Respectfully submitted,

Michele Bogardus
Deputy Finance Officer

Enc.

City of Manchester NH - Receivables
Over 90 Days as of 7/2/2021

TYPE	CUST ID	NAME	TOTAL	CURRENT - 90 DAYS DUE	OVER 90 DAYS DUE
13	2572-13	MANCHESTER TRANSIT AUTH	\$ 1,000.00	\$ -	\$ 1,000.00
13 - INFORMATION SYSTEMS TOTALS			\$ 1,000.00	\$ -	\$ 1,000.00
23	2507-23	MANCHESTER HOUSING AUTH	\$ 2,405.09	\$ 1,967.51	\$ 437.58
23	3124	PINARD WASTE SYSTEM INC	\$ 2,107.60	\$ 1,197.50	\$ 910.10
23	17451	RYAN, MICHAEL	\$ 834.47	\$ -	\$ 834.47
23 - CENTRAL FLEET TOTALS			\$ 5,347.16	\$ 3,165.01	\$ 2,182.15
25	30833	COMCAST BUSINESS	\$ 3,909.15	\$ -	\$ 3,909.15
25	7519	DOT-FAA/TSA-AMZ-110	\$ 71,725.14	\$ 45,030.01	\$ 26,695.13
25	19916	DTG OPERATIONS, INC	\$ 3,853.38	\$ -	\$ 3,853.38
25	22188	DTG OPERATIONS, INC (TH	\$ 0.01	\$ -	\$ 0.01
25	5143	FEDERAL GRANTS 1999	\$ 1,801,760.43	\$ 1,793,398.63	\$ 8,361.80
25	33266	LEGACY AIRWAYS, LLC	\$ 22,015.58	\$ 11,409.52	\$ 10,606.06
25	16963	NH LIQUOR COMMISSION	\$ 464.42	\$ -	\$ 464.42
25	17931	SECURITYPOINT MEDIA, LL	\$ 756.80	\$ 378.40	\$ 378.40
25	4001	STATE GRANTS	\$ 0.01	\$ -	\$ 0.01
25	24054	TSA/HSTS01-15-H-CKP049	\$ 29,364.42	\$ 14,682.21	\$ 14,682.21
25 - AIRPORT TOTALS			\$ 1,933,849.34	\$ 1,864,898.77	\$ 68,950.57
27	3072	A-BEE SEPTIC	\$ 1,528.91	\$ 1,518.91	\$ 10.00
27	3117	WIND RIVER ENVIROMENTAL	\$ 7,416.66	\$ 3,468.61	\$ 3,948.05
27 - EPD TOTALS			\$ 8,945.57	\$ 4,987.52	\$ 3,958.05
30	32476	1037-1045 ELM ST LLC	\$ 1,080.00	\$ -	\$ 1,080.00
30	30148	1200 ELM STREET LLC.	\$ 1,080.00	\$ -	\$ 1,080.00
30	20018	168 MMK ST. LLC	\$ 1,080.00	\$ -	\$ 1,080.00
30	24447	252 WILLOW ST. LLC	\$ 540.00	\$ -	\$ 540.00
30	28454	300 GAY ST ACQUISITION	\$ 1,716.75	\$ -	\$ 1,716.75
30	16889	323 CONCORD STREET, LLC	\$ 679.06	\$ -	\$ 679.06
30	30122	79 CARL DR. REALTY, LLC	\$ 2,724.30	\$ -	\$ 2,724.30
30	3022	95 MARKET STREET ASSOCI	\$ 1,080.00	\$ -	\$ 1,080.00
30	32271	99 MANCHESTER ST LLC.	\$ 540.00	\$ -	\$ 540.00
30	32887	ADT COMMERCIAL	\$ 123.66	\$ 5.25	\$ 118.41
30	26388	AIGEAN ALES	\$ 104.50	\$ 4.50	\$ 100.00
30	32996	ALBANY RD PERIMETER RD	\$ 1,080.00	\$ -	\$ 1,080.00
30	30102	BT PROPERTY LLC	\$ 1,620.00	\$ -	\$ 1,620.00
30	32930	CENTURY LINK	\$ 104.50	\$ -	\$ 104.50
30	32314	COMMONWEALTH COLLECTIVE	\$ 1,080.00	\$ -	\$ 1,080.00
30	2748	CVS ASSET PROTECTION SV	\$ 1,620.00	\$ -	\$ 1,620.00
30	8132-30	FEMA	\$ 734,690.72	\$ 315,238.09	\$ 419,452.63
30	7901	FERNANDO HILARION	\$ 540.00	\$ -	\$ 540.00
30	32576	FINCH, RUTH	\$ 540.00	\$ -	\$ 540.00
30	17552	FOUR FORTY HARVEY RD LL	\$ 540.00	\$ -	\$ 540.00
30	33289	FOUR ON ELM LLC	\$ 1,080.00	\$ -	\$ 1,080.00
30	174	GENERAL SERVICES ADM U	\$ 540.00	\$ -	\$ 540.00
30	7966	HARVEY INDUSTRIES	\$ 564.30	\$ -	\$ 564.30
30	12818	JUNE SEVENTH LLC	\$ 1,080.00	\$ -	\$ 1,080.00
30	30113	LEROCQUE, KRISTINE	\$ 1,350.00	\$ -	\$ 1,350.00
30	17580	MAHMOTORIC, MUHAREM	\$ 1,620.00	\$ -	\$ 1,620.00
30	33286	NH CORE PROPERTIES	\$ 1,080.00	\$ -	\$ 1,080.00
30	32268	NOODZ	\$ 104.50	\$ 4.50	\$ 100.00
30	668	ODD FELLOWS BUILDING	\$ 540.00	\$ -	\$ 540.00

City of Manchester NH - Receivables
Over 90 Days as of 7/2/2021

TYPE	CUST ID	NAME	TOTAL	CURRENT - 90 DAYS DUE	OVER 90 DAYS DUE
30	28433	PT DEVELOPMENT GROUP LL	\$ 1,080.00	\$ -	\$ 1,080.00
30	33288	REALTY INCOME CORPORATI	\$ 540.00	\$ -	\$ 540.00
30	24982	ROYAL INDIA	\$ 104.50	\$ 4.50	\$ 100.00
30	23356	SED LLC	\$ 540.00	\$ -	\$ 540.00
30	30134	SHAW NEW ASSOCIATES LLC	\$ 540.00	\$ -	\$ 540.00
30	7205	SPRING HILL SUITES	\$ 1,080.00	\$ -	\$ 1,080.00
30	3744	STANLEY CONVERGENT SECU	\$ 2,472.00	\$ 72.00	\$ 2,400.00
30	16677	SUNBELT RENTALS	\$ 104.50	\$ -	\$ 104.50
30 - FIRE TOTALS			\$ 766,983.29	\$ 315,328.84	\$ 451,654.45
33	21994	CELLULAR FREEDOM, INC	\$ 26.28	\$ 2.02	\$ 24.26
33	8132-33	FEMA	\$ 38,822.62	\$ -	\$ 38,822.62
33	19086	GOOD STILL	\$ 736.86	\$ -	\$ 736.86
33	2521-33	MANCHESTER POLICE DEPT	\$ 20,866.31	\$ 19,737.71	\$ 1,128.60
33	4301	US DEPARTMENT OF JUSTIC	\$ 1,473.46	\$ 1,147.71	\$ 325.75
34	32754	ATLANTIC PAVING	\$ 4,075.75	\$ -	\$ 4,075.75
34	30650	CONSOLIDATED COMMUNICAT	\$ 13,624.08	\$ 13,294.13	\$ 329.95
34	10987	ERNIE'S EXCAVATION	\$ 12,635.70	\$ 2,321.63	\$ 10,314.07
34	4313	EVERSOURCE ENERGY (BEDF	\$ 1,458.75	\$ 1,059.00	\$ 399.75
34	32878	FRIENDS OF ANDREW YANG	\$ 476.00	\$ -	\$ 476.00
34	32541	KNIGHTS EXCAVATION	\$ 855.50	\$ -	\$ 855.50
34	18609-34	LIBERTY UTILITIES, INC	\$ 46,141.60	\$ 39,393.47	\$ 6,748.13
34	2539-34	MANCHESTER HIGHWAY DEPT	\$ 60,685.13	\$ 57,087.38	\$ 3,597.75
34	5647	MCGARVEYS SALOON	\$ 258.00	\$ -	\$ 258.00
34	17616	NBC NEWS	\$ 7,140.00	\$ -	\$ 7,140.00
34	33062	NEWMANS EXCAVATION	\$ 246.00	\$ -	\$ 246.00
34	9601	SIGN GALLERY	\$ 327.25	\$ -	\$ 327.25
34	33316	ST MORITZ SECURITY SERV	\$ 492.00	\$ 246.00	\$ 246.00
34	15338	TD BANK	\$ 3,536.25	\$ -	\$ 3,536.25
34	26740	TWIN STATE UTILITIES	\$ 638.00	\$ -	\$ 638.00
34	10381	WALMART	\$ 1,722.00	\$ -	\$ 1,722.00
34	24304	WHISKEY'S 20	\$ 1,290.00	\$ -	\$ 1,290.00
34	3165	WMUR	\$ 5,104.50	\$ -	\$ 5,104.50
35	32548	AAA	\$ 11.95	\$ 0.45	\$ 11.50
35	30778	BELLANTI, MICHAEL	\$ 14.50	\$ 0.45	\$ 14.05
35	16984	GEICO BF/NJ CLAIMS	\$ 12.40	\$ 0.45	\$ 11.95
33, 34, 35, & 36 - POLICE TOTALS			\$ 222,670.89	\$ 134,290.40	\$ 88,380.49
41	28345	COMMUNITY HEALTH ACCESS	\$ 4,394.76	\$ 3,432.39	\$ 962.37
41	8132-41	FEMA	\$ 70,270.50	\$ -	\$ 70,270.50
41 - HEALTH TOTALS			\$ 74,665.26	\$ 3,432.39	\$ 71,232.87
50	8018	AHRENT, JEFFREY	\$ 269.38	\$ -	\$ 269.38
50	32661	ANNIELYS, SEDA	\$ 1.00	\$ -	\$ 1.00
50	32051	ASPROGIANNIS, STYLIANOS	\$ 82.04	\$ -	\$ 82.04
50	32987	AVELLA, MICHAEL	\$ 0.26	\$ -	\$ 0.26
50	32975	BAH, ABU	\$ 0.97	\$ -	\$ 0.97
50	32988	BALDIZAN, FRANK	\$ 337.50	\$ -	\$ 337.50
50	32989	BASHIR, REFAAT	\$ 87.01	\$ 1.18	\$ 85.83
50	32206	BASSETT, SHANNA	\$ 277.97	\$ -	\$ 277.97
50	3321	BEAULIEU LINDQUIST REAL	\$ 1.57	\$ -	\$ 1.57
50	32489	BEDDINGTON, LINDA	\$ 29.26	\$ -	\$ 29.26

City of Manchester NH - Receivables
Over 90 Days as of 7/2/2021

TYPE	CUST ID	NAME	TOTAL	CURRENT - 90 DAYS DUE	OVER 90 DAYS DUE
50	32376	BELMAIN, AMBER	\$ 8.74	\$ -	\$ 8.74
50	18675	BIRCH HILL TERRACE	\$ 8.54	\$ -	\$ 8.54
50	32530	BLACK WATER FIRE PROTEC	\$ 126.25	\$ -	\$ 126.25
50	32123	BRACCIO, ZENANDRE S.	\$ 193.84	\$ -	\$ 193.84
50	32585	BROWN, JEREMY	\$ 12.54	\$ -	\$ 12.54
50	31636	BUZZELL, JAMES	\$ 86.14	\$ -	\$ 86.14
50	32642	CABALLERY CONSTRUCTION	\$ 53.81	\$ -	\$ 53.81
50	33278	CERATO, JOSEPH	\$ 81.22	\$ 2.22	\$ 79.00
50	33140	CHANG, HSIU	\$ 1.84	\$ -	\$ 1.84
50	32868	CHENEVERT, PATTI	\$ 80.00	\$ -	\$ 80.00
50	32979	CHRISTENSEN, CARL	\$ 0.42	\$ -	\$ 0.42
50	32286	COLON, JOSE	\$ 69.27	\$ -	\$ 69.27
50	33005	COOPER, ERIC	\$ 0.20	\$ -	\$ 0.20
50	32757	CORCORAN, JEFFREY	\$ 27.75	\$ -	\$ 27.75
50	31952	CUMMINGS, STEPHEN	\$ 73.16	\$ -	\$ 73.16
50	32758	CYR, SYNDEE	\$ 55.00	\$ -	\$ 55.00
50	11068	DEBRIS DOCTORS, LLC	\$ 3.29	\$ -	\$ 3.29
50	33023	DELISLE, VIVIAN	\$ 55.00	\$ -	\$ 55.00
50	31953	DESJARLAIS, STEPHEN	\$ 51.22	\$ -	\$ 51.22
50	32669	DONOVAN, ADAM	\$ 0.15	\$ -	\$ 0.15
50	28287	DOUGLAS, THOMAS	\$ 18.60	\$ -	\$ 18.60
50	32536	DROUIN, JOHN	\$ 141.10	\$ -	\$ 141.10
50	10353	DUBE, MARK	\$ 0.39	\$ -	\$ 0.39
50	7031	DUPONT, PIERRE	\$ 0.34	\$ -	\$ 0.34
50	217	EASTER SEALS NH INC	\$ 1.64	\$ -	\$ 1.64
50	32980	EASTMAN, CASSANDRA	\$ 24.56	\$ 0.33	\$ 24.23
50	31144	EAVES, JOSHUA	\$ 44.20	\$ -	\$ 44.20
50	32524	EVERGREEN MANAGEMENT GR	\$ 1,062.09	\$ 520.04	\$ 542.05
50	3127	EVERSOURCE	\$ 1,689.72	\$ 1,668.00	\$ 21.72
50	33216	FELT, WILLIAM	\$ 66.51	\$ 2.82	\$ 63.69
50	33021	FOURNIER, NOAH	\$ 136.78	\$ 1.88	\$ 134.90
50	32675	FREEMAN, JOE	\$ 109.95	\$ -	\$ 109.95
50	32192	FURMAN, DAVID	\$ 82.29	\$ -	\$ 82.29
50	32348	GADSBY, DAVID	\$ 64.90	\$ -	\$ 64.90
50	32935	GAGNON, JAMES	\$ 43.14	\$ 0.58	\$ 42.56
50	33201	GARCIA, SERGIO	\$ 25.61	\$ 0.37	\$ 25.24
50	31599	GAUDET, SCOTT J.	\$ 66.65	\$ -	\$ 66.65
50	31031	GAW, ADAM K.	\$ 192.74	\$ -	\$ 192.74
50	31954	GINGRAS, ROBERTA	\$ 194.50	\$ -	\$ 194.50
50	33283	GRAMOLINI, JEANELLE	\$ 41.45	\$ 1.20	\$ 40.25
50	32982	HALL, DEREK	\$ 0.08	\$ -	\$ 0.08
50	3148	HANOVER HILL SIDING	\$ 0.39	\$ -	\$ 0.39
50	31053	HENDRICKS, JAMES	\$ 16.84	\$ -	\$ 16.84
50	31533	HILARY, HENRY	\$ 23.42	\$ -	\$ 23.42
50	32370	HINSE, BRYAN	\$ 219.90	\$ -	\$ 219.90
50	33145	HOOKE, KEN	\$ 113.15	\$ 1.60	\$ 111.55
50	11438	HOOKESETT PAVING CO	\$ 12.25	\$ -	\$ 12.25
50	33110	INO, ALEX	\$ 5.32	\$ 0.08	\$ 5.24
50	32936	IRWIN, MICHAEL	\$ 1.26	\$ -	\$ 1.26

City of Manchester NH - Receivables
Over 90 Days as of 7/2/2021

TYPE	CUST ID	NAME	TOTAL	CURRENT - 90 DAYS DUE	OVER 90 DAYS DUE
50	33332	JACOB, TRACY	\$ 5.41	\$ 0.16	\$ 5.25
50	32516	JACOME, AUGUSTUS	\$ 75.15	\$ -	\$ 75.15
50	32983	JENSEN, AMY	\$ 42.24	\$ 0.57	\$ 41.67
50	33200	JOHNSON, CORDERO	\$ 70.81	\$ 1.02	\$ 69.79
50	9473	JONES, JOHN PAUL	\$ 0.76	\$ -	\$ 0.76
50	32676	KARGBO, ALHAJI	\$ 64.90	\$ -	\$ 64.90
50	32255	KHAN, CHOUDHARY	\$ 1.58	\$ -	\$ 1.58
50	32666	LABRECQUE, PAUL	\$ 43.26	\$ -	\$ 43.26
50	33131	LAINCY, JEAN	\$ 18.29	\$ 0.26	\$ 18.03
50	32505	LANDRY, BRANDON	\$ 26.72	\$ -	\$ 26.72
50	32482	LECLERC, LELAND	\$ 1.65	\$ -	\$ 1.65
50	32724	LEDGEVIEW COMMERCIAL PA	\$ 20.77	\$ 14.49	\$ 6.28
50	31052	LEMONS, KEVIN	\$ 71.10	\$ -	\$ 71.10
50	18609	LIBERTY UTILITIES, INC	\$ 40,098.35	\$ 38,086.94	\$ 2,011.41
50	17579	LODI TRUST	\$ 56.83	\$ -	\$ 56.83
50	32483	LOGIACCCO, FRANCESCO	\$ 13.33	\$ -	\$ 13.33
50	24278	LOGICO PROPERTIES, LLC	\$ 58.93	\$ 57.75	\$ 1.18
50	33327	LUCE, VICTOR	\$ 168.55	\$ 2.05	\$ 166.50
50	32283	MACDONALD, STANLEY	\$ 326.83	\$ 11.19	\$ 315.64
50	2545-50	MANCHESTER FACILITIES D	\$ 254.00	\$ -	\$ 254.00
50	11485-50	MANCHESTER PARKING DIVI	\$ 664.67	\$ -	\$ 664.67
50	2572-50	MANCHESTER TRANSIT AUTH	\$ 425.12	\$ -	\$ 425.12
50	2557-50	MANCHESTER WATER WORKS	\$ 80,458.15	\$ 76,793.75	\$ 3,664.40
50	32522	MAROTTO, DAVID	\$ 124.35	\$ 21.00	\$ 103.35
50	32778	MARSH, KELLY	\$ 30.00	\$ -	\$ 30.00
50	32385	MARTINEZ, CHRISTINE	\$ 85.01	\$ -	\$ 85.01
50	8659	MCLAURIN ENTERPRISE	\$ 835.48	\$ 786.50	\$ 48.98
50	32977	MEDIC, MELIHA	\$ 1.47	\$ -	\$ 1.47
50	16490	METROPOLIS PROPERTY MAN	\$ 1.02	\$ -	\$ 1.02
50	21692	MILL CITY ENERGY MICHAEL	\$ 3.13	\$ -	\$ 3.13
50	33308	MILLSPAUGH, TAYLOR	\$ 5.16	\$ 0.16	\$ 5.00
50	31641	MILTNER, ERIC	\$ 27.40	\$ -	\$ 27.40
50	32960	MOORE, BRUCE	\$ 4.76	\$ -	\$ 4.76
50	32942	PERKINS, JOHN	\$ 0.18	\$ -	\$ 0.18
50	8825	PROVENCHER, PAUL R JR	\$ 0.50	\$ -	\$ 0.50
50	31767	PRUSUTAM, NEPAL	\$ 119.26	\$ -	\$ 119.26
50	33022	RAFAT, KAREEM	\$ 0.10	\$ -	\$ 0.10
50	30809	RAYMOND, JAMES	\$ 61.88	\$ -	\$ 61.88
50	33143	REAGAN, RYAN	\$ 42.65	\$ 0.60	\$ 42.05
50	33125	RIVERA, JOSHUA	\$ 48.54	\$ 0.26	\$ 48.28
50	32269	ROBICHAUD, DENNIS	\$ 115.46	\$ -	\$ 115.46
50	31187	ROBINSON, JOSHUA	\$ 151.79	\$ -	\$ 151.79
50	32411	ROCKWELL, DANA	\$ 0.36	\$ -	\$ 0.36
50	33146	ROSSMAN, ALEXEXIS	\$ 5.32	\$ 0.08	\$ 5.24
50	32908	RUIZ, JORGE	\$ 180.00	\$ -	\$ 180.00
50	31009	SAFARI CONSTRUCTION MGM	\$ 5.25	\$ -	\$ 5.25
50	32911	SALAMANCA, JESUS	\$ 166.25	\$ -	\$ 166.25
50	32997	SAMPLE, JOSEPH R.	\$ 145.18	\$ 4.56	\$ 140.62
50	32478	SCI EXCAVATING LLC.	\$ 163.35	\$ 50.13	\$ 113.22

City of Manchester NH - Receivables
Over 90 Days as of 7/2/2021

TYPE	CUST ID	NAME	TOTAL	CURRENT - 90 DAYS DUE	OVER 90 DAYS DUE
50	32401	SEGLAH, CLEMENCE	\$ 1.16	\$ -	\$ 1.16
50	32909	SHABAKA, SHERIF	\$ 77.00	\$ -	\$ 77.00
50	32741	SILVENT, JOHN	\$ 70.85	\$ -	\$ 70.85
50	33331	SOLER, LUIS	\$ 5.16	\$ 0.16	\$ 5.00
50	8277	ST CYR, JOSEPH	\$ 118.04	\$ 113.46	\$ 4.58
50	33217	STANELY, SEAN	\$ 43.78	\$ 0.64	\$ 43.14
50	4091	STATE OF NEW HAMPSHIRE	\$ 138,627.60	\$ 106,418.64	\$ 32,208.96
50	33137	STERN, MICHAEL	\$ 0.26	\$ -	\$ 0.26
50	8041	SYKES, WILLIAM	\$ 0.25	\$ -	\$ 0.25
50	32746	TIERNEY, DOUGLAS	\$ 35.27	\$ -	\$ 35.27
50	31855	TOSADO-NIEVES, PABLO	\$ 107.25	\$ -	\$ 107.25
50	32992	TRIPP, STEVEN DALLAS JR	\$ 0.18	\$ -	\$ 0.18
50	33275	TRUDEL, SCOTT	\$ 32.66	\$ 1.41	\$ 31.25
50	32480	TURSKI, TODD	\$ 105.59	\$ 3.84	\$ 101.75
50	19620	VEILLEUX, DAVID	\$ 13.51	\$ 12.25	\$ 1.26
50	32570	WEARE, DAVID	\$ 0.26	\$ -	\$ 0.26
50	33073	YADANI	\$ 0.08	\$ -	\$ 0.08
50	31030	YOUNG, DAVID	\$ 34.18	\$ -	\$ 34.18
50	32947	ZENANDRE, BRACCIO	\$ 180.36	\$ 2.42	\$ 177.94
50	32407	ZLOTRG, ALDIN	\$ 197.75	\$ -	\$ 197.75
51	32509	CCMSI	\$ 3.35	\$ -	\$ 3.35
51	11485-51	MANCHESTER PARKING DIVI	\$ 35.45	\$ -	\$ 35.45
50 & 51 - HIGHWAY TOTALS			\$ 271,456.35	\$ 224,584.59	\$ 46,871.76
52	33277	AGUIAR, WELLINGTON	\$ 120.00	\$ -	\$ 120.00
52	26464	ANDERSON, MELISSA	\$ 120.90	\$ -	\$ 120.90
52	31834	ANDREW, CLAUS J.	\$ 255.00	\$ -	\$ 255.00
52	33321	ASHTON EZRA PESANTE	\$ 150.90	\$ 120.90	\$ 30.00
52	33264	BANFIELD, SAMANTAH	\$ 120.00	\$ -	\$ 120.00
52	29008	BLUER, JOSHUA	\$ 111.66	\$ -	\$ 111.66
52	33151	BROWN, ERIC	\$ 165.00	\$ -	\$ 165.00
52	31542	BYRNE, KAREN	\$ 113.32	\$ -	\$ 113.32
52	25382	CALIFARNO, SHARON	\$ 110.00	\$ -	\$ 110.00
52	16680	CAVANAUGH, TIFFANY	\$ 55.00	\$ -	\$ 55.00
52	12388	COZZENS, MARY	\$ 120.00	\$ -	\$ 120.00
52	29721	CRUZ, ZAMAIRA	\$ 55.00	\$ -	\$ 55.00
52	31157	DEKORNE, CATHERINE	\$ 120.00	\$ -	\$ 120.00
52	30960	DIETER, DAVID	\$ 121.80	\$ -	\$ 121.80
52	32969	FARGO, MICHAEL	\$ 225.81	\$ -	\$ 225.81
52	32913	FOWLER, JESSIE	\$ 233.28	\$ 9.96	\$ 223.32
52	32561	GAINOR, EDWARD	\$ 150.00	\$ -	\$ 150.00
52	32248	GALGANO, MICHAEL	\$ 165.00	\$ -	\$ 165.00
52	25506	GARNEAU, MARK	\$ 170.00	\$ -	\$ 170.00
52	20842	GRICE, THOMAS	\$ 113.32	\$ -	\$ 113.32
52	33234	HARRINGTON, IRENE	\$ 85.00	\$ -	\$ 85.00
52	13921	JANELLE, PETER	\$ 170.00	\$ -	\$ 170.00
52	31900	JOHNSON, ERIN N.	\$ 255.00	\$ -	\$ 255.00
52	31169	JOHNSON, JASON	\$ 170.00	\$ -	\$ 170.00
52	6384	JOHNSON, KAREN	\$ 85.00	\$ -	\$ 85.00
52	32651	JUST, ASHLEY	\$ 85.00	\$ -	\$ 85.00

City of Manchester NH - Receivables
Over 90 Days as of 7/2/2021

TYPE	CUST ID	NAME	TOTAL	CURRENT - 90 DAYS DUE	OVER 90 DAYS DUE
52	30187	KEANE, EMILY	\$ 114.15	\$ -	\$ 114.15
52	32249	LLAMA, FRANK III	\$ 111.66	\$ -	\$ 111.66
52	29557	LORENA'S CANTINA	\$ 113.30	\$ -	\$ 113.30
52	32787	MACLAUGHLIN, VICTORIA	\$ 60.00	\$ -	\$ 60.00
52	32761	MADHUMITHA, GOKA	\$ 85.00	\$ -	\$ 85.00
52	31989	MARTIN, MIRANDA	\$ 255.00	\$ -	\$ 255.00
52	32287	MCCARTHY, JAMES	\$ 85.00	\$ -	\$ 85.00
52	28527	MCKENZIE, BRANDON	\$ 120.00	\$ -	\$ 120.00
52	30420	MCKINNEY, MONICA	\$ 60.00	\$ -	\$ 60.00
52	32764	MILLER, LEE	\$ 60.00	\$ -	\$ 60.00
52	28520	MONTEAGUDO, YASBEL	\$ 167.36	\$ -	\$ 167.36
52	31723	NAZARALI, MILA	\$ 62.70	\$ -	\$ 62.70
52	31297	OGLEBAY, MISSY	\$ 60.00	\$ -	\$ 60.00
52	18443	OTIS, MARK	\$ 55.00	\$ -	\$ 55.00
52	32291	PALAZZO, ELIZABETH	\$ 220.00	\$ -	\$ 220.00
52	32045	PALAZZOLA, JESSICA	\$ 85.00	\$ -	\$ 85.00
52	32616	PAOLINI, LISA	\$ 340.00	\$ -	\$ 340.00
52	32183	PEREIRA, JUSTIN	\$ 180.00	\$ -	\$ 180.00
52	25578	PHILLIPS, MAGGIE	\$ 340.00	\$ -	\$ 340.00
52	32612	PRM-RGM, LLC	\$ 510.00	\$ -	\$ 510.00
52	31427	PROVENCHER, EMILY	\$ 170.00	\$ -	\$ 170.00
52	31830	RATCHFORD, ASHLEY	\$ 85.00	\$ -	\$ 85.00
52	31786	RITCHE, JENNI	\$ 180.00	\$ -	\$ 180.00
52	19825	SALTER SCHOOL OF NURSIN	\$ 14,039.13	\$ 571.77	\$ 13,467.36
52	33171	SANSON, ELISABETH	\$ 170.00	\$ -	\$ 170.00
52	30169	SEWELL, JIMMY	\$ 110.00	\$ -	\$ 110.00
52	30959	SOUICY, JOEL	\$ 425.00	\$ -	\$ 425.00
52	11528	STRANGE, KAT	\$ 190.80	\$ -	\$ 190.80
52	26867	TOBIN, SHAWN	\$ 170.00	\$ -	\$ 170.00
52	32341	TROIANI, GAYLE	\$ 60.90	\$ -	\$ 60.90
52	31933	TSERONIS, ALEXANDRA	\$ 255.00	\$ -	\$ 255.00
52	25595	TSERONIS, ERIN	\$ 255.00	\$ -	\$ 255.00
52	25603	WHALEN, LAURA	\$ 340.00	\$ 255.00	\$ 85.00
52 - PARKING TOTALS			\$ 23,180.99	\$ 957.63	\$ 22,223.36
60	8132-60	FEMA	\$ 8,682.60	\$ -	\$ 8,682.60
60 - WELFARE TOTALS			\$ 8,682.60	\$ -	\$ 8,682.60
65	33238	MANCHESTER EAST COBRAS	\$ 0.43	\$ -	\$ 0.43
65	3575	MANCHESTER REGIONAL YOU	\$ 7.57	\$ -	\$ 7.57
65 - PARKS & RECREATION TOTALS			\$ 8.00	\$ -	\$ 8.00
GRAND TOTALS			\$ 3,316,789.45	\$ 2,551,645.15	\$ 765,144.30

Submission for Solicitors Review
Account in Collections

**City of Manchester - Accounts Receivable
Submissions for Solicitor's Review**

Sent to Solicitor	Dept	Customer Name	Invoice Dates	Original Amount	Remaining Balance	Finance Charges	Total Outstanding	Explanation / Determination
5/8/2017	CE	Mateo, Ernesto B	11/25/2015	\$ 1,145.00	\$ 1,145.00	\$ 206.16	\$ 1,351.16	\$500 Bail Payment Received 7/22/19
3/29/2018	CE	Ahmedamin, Sandra	7/17/2017	\$ 1,150.00	\$ 1,150.00	\$ 86.25	\$ 1,236.25	Paying court approved \$50/month payment until full debt satisfied. 3/9/20 \$200 Overdue payment received.
4/27/2018	CE	Panourgias, Maria	5/12/2017	\$ 1,580.00	\$ 1,580.00	\$ 165.90	\$ 1,745.90	Paying court approved \$50/month payment until full debt satisfied.
4/8/2021	Parking	Salter School of Nursing	7/9/20 - 9/1/20	\$ 12,705.00	\$ 12,705.00	\$ 952.95	\$ 13,657.95	Bankruptcy

All accounts determined to be uncollectable by collections >\$1,000 sent to City Solicitor

**Summary of Accounts Receivable Over 90 Days
by Department - with Previous Month's Comparative**

*Invaric Handout
Committee on Accounts
July 19, 2021
Agenda addition*

Total Receivables Over 90 Days		<u>7/2/2021</u>	<u>6/7/2021</u>
	<u>Dept Code</u>	<u>Over 90 Days</u>	<u>Over 90 Days</u>
Airport	25	\$ 68,950.57	\$ 87,852.15
EPD	27	\$ 3,958.05	\$ 3,958.05
Parking Department	52	\$ 22,223.36	\$ 22,231.32
Total Enterprise Funds		\$ 95,131.98	\$ 114,041.52
Assessors	2	\$ -	\$ 13,591.17
Central Fleet Management	23	\$ 2,182.15	\$ 2,182.15
Fire Department	30	\$ 451,654.45	\$ 255,399.71
Health Department	41	\$ 71,232.87	\$ 71,232.87
Highway	50, 51	\$ 46,871.76	\$ 87,620.45
Information Systems	13	\$ 1,000.00	\$ -
Parks & Recreation	65	\$ 8.00	\$ 8.00
Police Department	33,34,35,36	\$ 88,380.49	\$ 82,180.60
Welfare Department	60	\$ 8,682.60	\$ 8,682.60
Total General Fund		\$ 670,012.32	\$ 520,897.55
Grand Totals		<u>\$ 765,144.30</u>	<u>\$ 634,939.07</u>

General Fund receivables over \$10,000 by customer

Birch Hill Terrace	2	\$ -	\$ 13,591.17
Ernie's Excavation	34	\$ 10,314.07	\$ -
FEMA	30	\$ 419,452.63	\$ 222,230.14
FEMA	33	\$ 38,822.62	\$ 38,822.62
FEMA	41	\$ 70,270.50	\$ 70,270.50
FEMA	50	\$ -	\$ 39,884.50
State of NH	50	\$ 32,208.96	\$ 32,208.96
Salter School of Nursing	52	\$ 13,467.36	\$ 13,467.36
Totals		\$ 584,536.14	\$ 430,475.25

Explanation of Charges
Housing in Lieu of Taxes - Payment expect in June
MPD - Extra Details
FEMA Reimbursement - In-process
FEMA Reimbursement - In-process
FEMA Reimbursement - In-process
FEMA Reimbursement - Adjusted Ineligible Expenses
State of NH Grants - In-process
Parking - Referred to Solicitor

Total General Fund receivables over 90 days less over \$10,000	<u>\$ 85,476.18</u>	<u>\$ 90,422.30</u>
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To the Board of Mayor and Aldermen of the City of Manchester:

The Committee on Accounts, Enrollment & Revenue Administration respectfully recommends, after due and careful consideration, that Ordinance amendment:

"Amending Chapter 32: Boards, Commissions and Departments of the Code of Ordinances of the City of Manchester by adding Section 32.130 to establish a Housing Commission."

"Amending Chapter 39: Procurement Code of the City of Manchester by adding a new item under §39.05 (C) to include language regarding inclusion."

ought to pass and be enrolled.

(Unanimous vote with the exception of Aldermen Hirschmann and Terrio who were absent)

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Matthew Normand", with a stylized flourish at the end.

Clerk of Committee

City of Manchester New Hampshire

In the year Two Thousand and Twenty-One

AN ORDINANCE

“Amending Chapter 32: Boards, Commissions and Departments of the Code of Ordinances of the City of Manchester by adding Section 32.130 to establish a Housing Commission.”

Be it Ordained, by the Board of Mayor and Aldermen of the City of Manchester, as follows:

I. Amend the Code of Ordinances by adding the following language.

HOUSING COMMISSION

32.130 ESTABLISHED.

A Housing Commission for the city is hereby established pursuant to RSA 674-44:h.

32.131 PURPOSE.

The establishment of the Housing Commission shall be for the stated purpose of recognizing, promoting, enhancing, encouraging, and developing a balanced and diverse supply of housing to meet the economic, social, and physical needs of the City of Manchester and its residents.

32.132 COMPOSITION; TERMS.

The Commission shall consist of five members, all residents of the city and all appointed by the Mayor, subject to the approval of the Board of Mayor and Aldermen. In addition, the Mayor, subject to the approval of the Board of Mayor and Aldermen, may appoint two alternate members to the Commission, who shall be residents of the city and who shall have full voting powers when designated by the Chairperson to act in the place of an absent or disqualified member. Appointments of respective successors and of alternate members, both original and successor, shall be for three-year terms. The second term Chairperson shall be selected by the members from one of their number. Any member or alternate member of the Commission so appointed may, after a public hearing if requested, be removed for cause pursuant to the City Charter. A vacancy occurring otherwise than by expiration of a term shall be filled for the unexpired term in the same manner as an original appointment.

32.133 POWERS AND DUTIES.

The Housing Commission shall have authority to:

(A) Conduct a housing needs assessment, which may be done in cooperation with the regional housing needs assessment compiled by the regional planning commission under RSA 36:47, II.

(B) Conduct activities to recognize, promote, enhance, and encourage the development of housing, particularly affordable and workforce housing.

(C) Assist the planning board, as requested, in the development and review of those sections of the master plan which address housing, and those sections of the zoning ordinance, subdivision regulations, and site plan regulations that address housing or otherwise have the potential to affect the cost or availability of housing.

City of Manchester *New Hampshire*

In the year Two Thousand and Twenty-One

AN ORDINANCE

“Amending Chapter 32: Boards, Commissions and Departments of the Code of Ordinances of the City of Manchester by adding Section 32.130 to establish a Housing Commission.”

Be it Ordained, by the Board of Mayor and Aldermen of the City of Manchester, as follows:

- (D) Advise, upon request, local agencies and other local boards in their review of requests on matters affecting or potentially affecting housing resources.
- (E) Coordinate activities with appropriate service organizations and nonprofit groups.
- (F) Publicize and report its activities.
- (G) Hire consultants and contractors.
- (H) Subject to the approval of the Board of Mayor and Aldermen, receive gifts of money and property, both real and personal, in the name of the City, to assist in carrying out the purpose of this section.
- (I) Hold meetings and hearings necessary to carry out its duties.

The Commission shall adopt bylaws and shall keep accurate records of its meetings and actions and shall file an annual report with the Board of Mayor and Aldermen which shall be in the annual city report.

The Housing Commission may make recommendations to the Board of Mayor and Aldermen for the acquisition of real property, in the name of the city by gift, purchase, grant, bequest, devise, lease, development rights, covenant, or other contractual right, including conveyances with conditions, limitations, or reversions, as may be necessary to maintain, improve, protect, limit the future use of, or otherwise conserve and properly use the affordable housing of the City, and shall manage and control the same; provided, however, that the City or Housing Commission shall not have the right to condemn property for these purposes. The Housing Commission may make recommendations to the Board of Mayor and Aldermen for the disposal of property so acquired. Prior to the recommendation of use of funds for the purchase of any interest in real property, the Housing Commission shall hold a public hearing with notice in accordance with RSA 675:7.

31.134 HOUSING COMMISSION FUND

The Board of Mayor and Aldermen may appropriate money to the Housing Commission as necessary to carry out its purposes. The whole or any part of money so appropriated in any year and any gifts of money or property received under 31.133 I(H) shall be placed in a Housing Commission Fund and allowed to accumulate from year to year. The Housing Commission Fund shall remain separate from all other City funds, including the Affordable Housing Trust, which is administered by the Community Improvement Program.

The Finance Director shall have custody of all moneys in the Housing Commission Fund and shall pay out the same only upon order of the Housing Commission. The disbursement of these funds shall be authorized by a majority of the Housing Commission.

II. This ordinance shall take effect upon its passage.

City of Manchester *New Hampshire*

In the year Two Thousand and Twenty-One

AN ORDINANCE

“Amending Chapter 39: Procurement Code of the City of Manchester by adding a new item under §39.05 (C) to include language regarding inclusion.”

Be it Ordained, by the Board of Mayor and Aldermen of the City of Manchester, as follows:

I. Amend the Code of Ordinances by inserting new language as bolded (**bold**). Portions of the following sections that remain unchanged appear to be regular type.

§ 39.05 GENERAL PROCUREMENT AND AWARD PROVISIONS.

(C) Awards. Contracts for the procurement of supplies, materials and construction shall be awarded to the lowest responsible bidder unless otherwise provided for in the bidding documents or in the procurement code. The basis of award shall always be defined in the bidding documents. Among other factors that may be considered in determining lowest responsible bidders are the following:

- (1) Capability. The ability and skill of the bidder to perform the contract.
- (2) Timeliness. Whether the bidder can perform the contract or furnish the supplies promptly, in accordance with plans and specifications, or within the time specified, without delay or interference.
- (3) Previous performance. The character, integrity, reputation, judgment, experience and efficiency of the bidder.
- (4) Quality. The quality of supplies or performance on previous purchases or contracts, including known quality based on previous use, and the quality, availability and adaptability of the suppliers or contractual services to the particular use.
- (5) Legal compliance. Previous and existing compliance by the bidder with laws and ordinances relating to the contract.
- (6) Conditions. The number and scope of conditions attached to the bid by the bidder.
- (7) **Inclusion. The company has a non-discrimination policy that expressly covers, but is not limited to, race, ethnicity, color, gender, age, national origin, religion, marital status, sexual orientation, gender identity, results of genetic testing, physical or mental disability or veteran status.**

II. This ordinance shall take effect upon passage.

To the Board of Mayor and Aldermen of the City of Manchester:

The Committee on Administration/Information Systems respectfully recommends, after due and careful consideration, a request from Chris Proulx, Public Utilities Coordinator, to update the policy for correcting and changing addresses, approve address numbering changes on Straw Road, and refer the proposed Straw Road address corrections to a public hearing be approved.

(Unanimous vote with the exception of Aldermen Shaw and Stewart who were absent)

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Matthew Normand", with a stylized flourish at the end.

Clerk of Committee

Kevin A. Sheppard, P.E.
Public Works Director

Timothy J. Clougherty
Deputy Public Works Director



Commission
Patrick Robinson, Chair
James Burkush
Trixie Dysart
Armand Forest
Kathleen Sullivan

CITY OF MANCHESTER
Department of Public Works

June 14th, 2021

Board of Mayor and Alderman
c/o CITY CLERKS OFFICE
One City Hall Plaza
Manchester, NH 03103

Attention: Alderman Anthony Sapienza, Chairman, Committee Administration/Information Systems

Subject: DPW Addressing Corrections Policy

Dear Alderman Sapienza,

To eliminate possible confusion and delay for emergency personnel responding to calls, the Department of Public Works is notifying you of an update to our policy of correcting and changing property address's identified to be out of compliance with either the City of Manchester, NH Code of Ordinances section 97.18 Master plan for numbering buildings, or with the recommendations published in NH Department Safety, Division of Emergency Services and Communications (E911) addressing standards guide.

E911 is currently completing an audit of the city's posted property addresses and reconciling those with the addresses issued by the Highway Department and with the E911 records and associated phone numbers. This has identified multiple issues and nonconformities that require attention.

Currently, the Department of Public Works has identified Straw Rd as an area with multiple addressing conflicts with both the City Ordinance and with the E911 standards.

With this formal notice to the Board, unless there is an objection, the department will begin the process of correcting the addresses on Straw Rd per the requirements described within NH RSA 231:133-a.

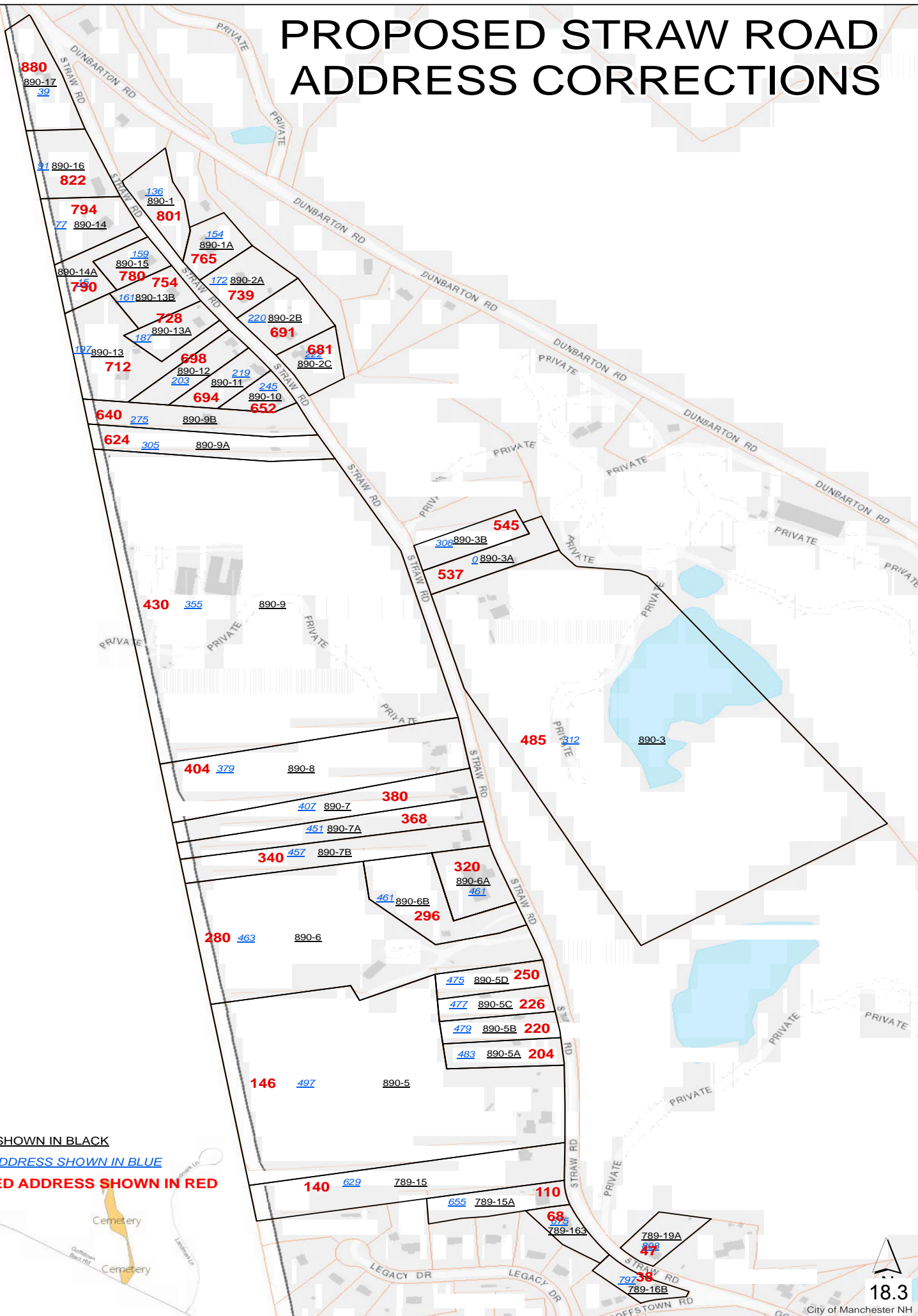
Very truly yours,

Christopher Proulx

Christopher Proulx
Public Utility Coordinator

Cc: Kevin A. Sheppard, P.E.
Timothy Clougherty
Owen Friend-Gray, P.E.

PROPOSED STRAW ROAD ADDRESS CORRECTIONS



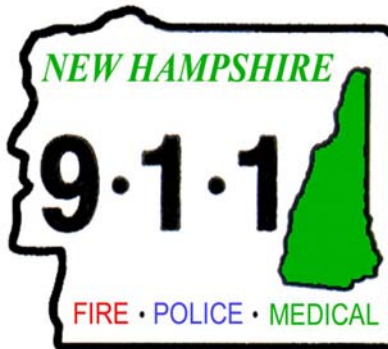
MAP -LOT SHOWN IN BLACK

EXISTING ADDRESS SHOWN IN BLUE

PROPOSED ADDRESS SHOWN IN RED



Addressing Standards Guide



Prepared by
State of New Hampshire
Department of Safety
Division of Emergency Services and Communications

June 2013

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Purpose

A central goal of the New Hampshire Division of Emergency Services and Communications (DESC) Data Operations Unit is to eliminate possible confusion for all emergency personnel when responding to an emergency call.

The intention of this document is to clearly catalogue for all parties involved in the addressing process or the standards used by the DESC when formulating addressing recommendations. Time is a critical factor in the delivery of emergency services, and can mean the difference between life and death. A confusing, misleading or ambiguous addressing system could slow response times, possibly with disastrous consequences. To help ensure that New Hampshire emergency calls receive the fastest emergency response possible, the DESC has developed the following addressing standards because a clear, rational, and unambiguous addressing system will help minimize both response time and errors.

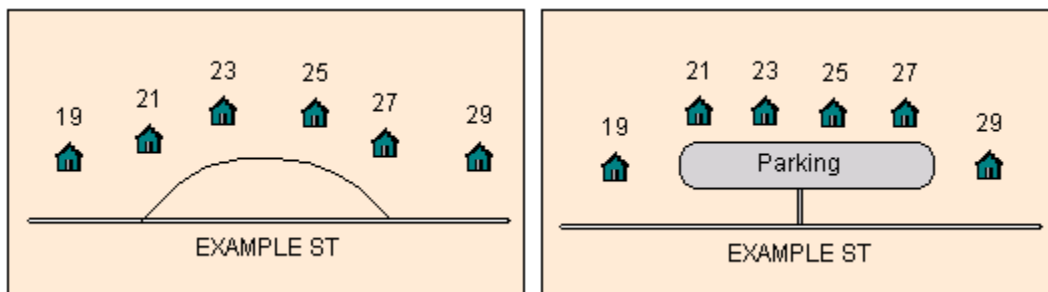
All of the standards found in this document have been adopted from the addressing standards of the National Emergency Number Association (NENA). Many of these standards have been expanded upon to meet the needs of New Hampshire, with its mixture of urban and rural settings, and its sometimes irregular road network. These standards will not address every situation encountered in a given municipality; instead they are intended to serve as a guide through which DESC personnel will evaluate both typical and atypical situations.

Recommendations

The recommendations that the DESC provides to a municipality are designed to help improve the local addressing system. In the State of New Hampshire each city or town is responsible for the naming of the roads and the addressing of the buildings within its jurisdiction (RSA 231:133 and RSA 231:133-a). As the naming and addressing authority, the municipality can adopt any naming or addressing system it chooses that does not conflict with the pertinent RSA's. Because the naming of streets and the addressing of buildings are a municipality's responsibility, the DESC can only make addressing recommendations to the municipality. The municipality can then choose to adopt those recommendations or institute some other system of their own devising.

Streets

- It is the recommendation of the DESC to have a municipality-wide standard for which side of the road odd and even addresses are assigned. The strong preference of the DESC is to have odds on the left side and evens on the right side, however the opposite is also acceptable. Regardless of which method is chosen, the odd/even standard should be consistent throughout the entire community
- If a section of road is impassable, creating two separate segments each of which is mutually independent, each of these disconnected sections should receive its own unique road name.
- Any road, either publicly or privately maintained, or in a development such as an apartment complex, which may be traversed by an emergency service vehicle, and provide access to three or more addressable structures should be named and assigned address ranges.
 - Exception: Short drives and shared parking areas providing access to three or more structures that are all clearly visible from the main road, and which present no questions regarding the sequence of the structures may be addressed from the main road.



Street Naming

Each street within a municipality should be given its own unique road name to prevent confusion on the part of emergency responders. In the case of a new road, the municipality is prohibited from choosing a name “which is already in use, or which is confusingly similar to any such existing name or which otherwise might delay the location of any address in an emergency” per RSA 231:133.

In the case of existing road names which are identical or confusingly similar, the DESC recommends that the municipality rename one or more of these roads to eliminate the

potential confusion in responding to an emergency at these locations. However, the municipality is not bound by the RSA to make any changes to road names that were assigned before August 14th, 2005.

When naming or renaming roads, the municipality should take the following recommendations into consideration:

- Avoid duplicate street names. A duplicate street name is one in which the main part of the name is shared by more than one street, even if the designators, or directional information is different. Road names can be considered duplicate even if they are spelled differently when they are phonetically identical. SMITH ST, SMYTH ST, SMITH RD, NORTH SMITH ST, SMITH ST SOUTH, SMITH ST EXT are all duplicate road names.
- Avoid confusingly similar street names. A confusingly similar street name is one in which either a large part of the name is shared by more than one street, or the names of more than one street are phonetically similar. OLD COUNTRY RD and COUNTRY LN would be similar sounding road names, as would COUNTRY LN and COUNTY LN and LAUREL AV and LAUREN AV.
- If the road is continuous, avoid changing names at an intersection or a curve or some other point. Also if a road continues through an intersection into diverse directions, the road name should only continue in one of these directions. The other road, or roads, would be their own entities requiring separate, unique identifying names.
- Avoid family names or individual's names, especially living persons and politicians.
- Street names should not contain any special characters such as hyphens, apostrophes, or dashes.
- All road names should contain a suffix which complies with the USPS Postal Standards [Publication 28](#).
- Avoid the use of directional's and USPS standard suffixes as road/street names (e.g. EAST ST , NORTH BLVD and PLAZA LN)

- All words within the main body of a street name should be spelled out completely and not abbreviated. This includes valid street suffixes and cardinal directions which are part of the main body of the name, rather than modifiers of the street name. Examples of street names which meet this criteria include WEST ALTON MARINA RD (west in this street name refers to the locality of West Alton, rather than the western section of ALTON MARINA RD), FIRE LANE 24 (LANE is not a designator in this situation), KEARSARGE MOUNTAIN RD (MOUNTAIN should not be abbreviated MTN).

Street Numbering

Address ranges describe the valid addresses on each side of the street for a given road or segment of road. Address ranges should be created and maintained for all roads through the use of a distance based system in which one address is generated on each side of the street for every distance interval (increment). The DESC recommends the use of a fifty (50) foot increment in New Hampshire municipalities. Using a 50 foot increment, a road 4173 feet in length would yield a range of 1/2 to 167/168.

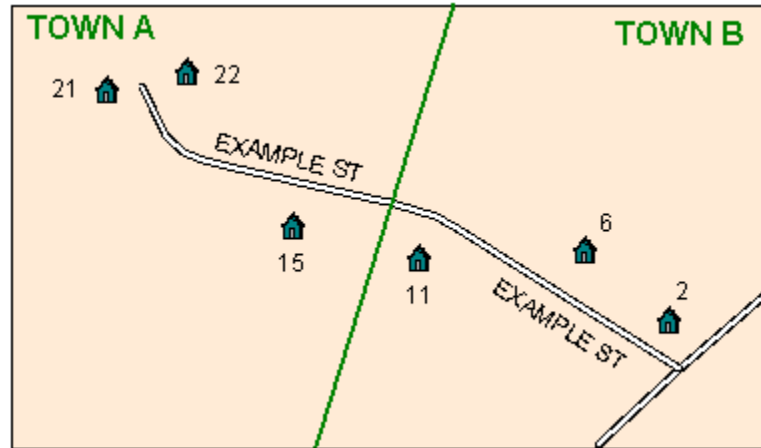
- Exception: In high density areas where 50 feet is not adequate a 10 (ten) foot increment is recommended.

Address ranges help to form the Master Street Address Guide (MSAG). The MSAG is a data set containing all of the street names in a municipality with each street's address range. Accurate and up to date address ranges will help to ensure that the appropriate emergency service agency is dispatched to a street when the need arises there.

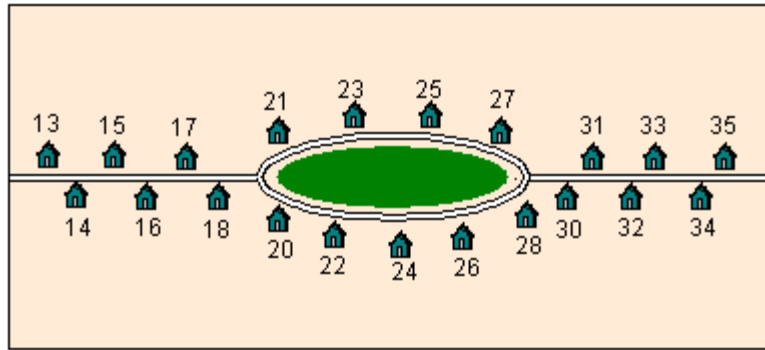
When possible, addressing should radiate out from the center of the municipality, with numbers increasing on a given street as one approaches the municipality's borders. To assist with street numbering, municipalities are encouraged to utilize the following suggestions:

- Main thoroughfares which cross a municipality should be numbered from one border to another.
- Whenever possible, addressing conflicts will be minimized on roads that continue from one municipality to another, including the continuation of addressing when necessary.

- Roads beginning in one municipality and terminating in another municipality should be named and addressed consistently. The two municipalities should agree upon a single name for the road, and addressing should continue from the municipality where the road originates to the municipality where the road terminates.



- Streets which form the border between municipalities, or which closely parallel the border should be numbered to prevent the assignment of conflicting or confusing addresses. The street should be addressed as a single entity with the direction of addressing consistent on both sides of the street, one side generating odd addresses, the other side generating even addresses.
- Cul-de-sacs should be numbered in a counter clockwise direction.
- Semicircular or loop streets should be addressed with numbers increasing in the same direction as numbers on the main street that the semicircular street intersects.
- Roads that split around a central median, park, or common area with traffic traveling in only one direction on either side of park should be numbered and addressed as a single unified road (example: parkway).



Islands

Islands are considered to be land masses that are completely surrounded by water. Each island should be individually addressed. Addressing for islands can fall into 2 (two) categories:

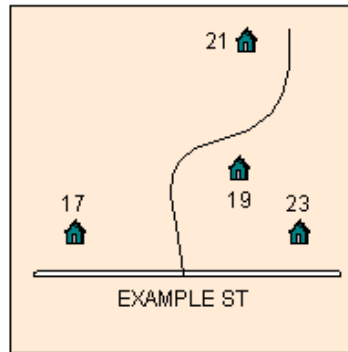
- If there is only 1 access point to the island the DESC recommends that the main access point to the island should be addressed as #2.
- For more 2 or more access points, the DESC recommends that the numbering start at the northern most point and continue counter clock wise around the island in 50 foot increments.

Driveways

Driveways are intended solely to communicate the location of addressable structures. Driveways do not have their own address ranges. Structures accessed from driveways should obtain their addresses from the street with which the driveway intersects. If only one structure is accessed from a driveway, that structure should derive its address from the increment where the driveway intersects the street. For each additional structure accessed from a driveway an additional address on the main street will be consumed, either above or below the point of intersection. These addresses will no longer be available for assignment to structures with road frontage. This could result in addressing conflicts between structures accessed from the driveway and structures accessed directly from the road.

- When the address range of a road is unable to support the number of structures that are accessed from it due to the presence of driveways with multiple addressable structures, the DESC recommends that the driveways be named and that the structures be addressed from the newly named road.

- Structures accessed from a driveway should be numbered with addresses increasing away from the intersecting street from which the addresses have been derived.

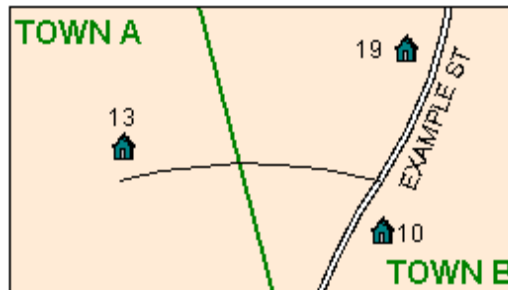


Addressable Structures

Addressable structures are any buildings currently occupied, or which may in the future be occupied, to which emergency services may be dispatched.

- In most situations, the primary access is the point where the structure's driveway meets the road. In densely populated areas such as town and city centers, the primary access is the front door of the structure being addressed.
- Structures on corner lots that are visible from two intersecting roads but only accessible from one road should be addressed from the road it is accessed from.
 - Exception: Structures that can be accessed from the road in which they face should be addressed from the road they face regardless of the access point.
- Structures on corner lots that are visible from only one of the two intersecting roads, however accessible from both roads, should be addressed from the road where the structure is visible.
- Structures on corner lots that are not visible from either intersecting road but which can be accessed via driveway from both streets should be addressed from the road the structure is closer to.
- Structures accessed from semicircular driveways are addressed at the midpoint between the two driveway accesses, assuming that there are no buildings or buildable lots between the structure being addressed and the road.

- Structures should be addressed from the municipality where the building is located, even if the driveway access point falls in a neighboring municipality. In these cases, the structure will receive a street address consistent with the addressing system in use by the municipality where the access point is located.
- Exception: If the road name used by the neighboring municipality is duplicate or similar sounding to any of the issuing municipality's road names, the driveway that provides access to the structure should become a named road and the structure should be addressed off the newly named driveway.



- Individual structures within campgrounds will be considered addressable if the structure is independent of the main office or building, or the structure is left at a site year round.
- Addresses should not contain either fractional numbers or letters. Addresses containing either of these should be reassigned a numeric address.
- Communities should refrain from assigning an address that is already in use even when there are multiple buildings on the same parcel.

Multi-unit Structures

Structures containing multiple units within one discrete building, regardless of whether the building is residential, commercial, industrial, or governmental, should receive a single address, with each tenant within that structure receiving a subaddress. A subaddress is defined as “a unique location designation inside of a structure which has multiple tenants in one street address, for the purpose of identifying each tenant’s area within that structure.” Subaddresses should contain qualifiers to identify the type of unit within the structure, such as APT or STE. The subaddress qualifiers should conform to USPS standards for secondary units and the proper abbreviations.

Secondary Unit Designator	Approved Abbreviation
APARTMENT	APT
BASEMENT	BSMT *
BUILDING	BLDG
DEPARTMENT	DEPT
FLOOR	FL
FRONT	FRNT *
HANGAR	HNGR
LOBBY	LBBY *
LOT	LOT
LOWER	LOWR *
OFFICE	OFC *
PENTHOUSE	PH *
PIER	PIER
REAR	REAR *
ROOM	RM
SIDE	SIDE *
SLIP	SLIP
SPACE	SPC
STOP	STOP
SUITE	STE
TRAILER	TRLR
UNIT	UNIT
UPPER	UPPR *

* Does not require secondary range number to follow

Subaddresses should increase away from the point of primary access. In small multi-unit structures including duplexes and townhouses, the subaddress should be alpha. In large multi-unit structures subaddresses should be numeric with the first number in the subaddress indicating the floor of the unit or at a minimum, some other type of floor designator. For example, in these buildings, units on the first floor would receive subaddresses between 101 and 199; units on the second floor would receive subaddress between 201 and 299.

- Exception: On a case by case basis row houses, strip malls, or downtown congested store fronts may be addressed at the front door of each adjoining unit, and each unit is treated as its own independent building rather than as a part of a multi-unit structure.
- Basement floors should receive a floor designator of B with a subaddress between 01 and 99.
 - Exception: Within multiple building complexes, each building which meets the definition of an addressable structure should receive its own individual address. The DESC recommends that multiple structures sharing a single address each be reassigned separate addresses
- Special case: Single discrete structures, which have tenants that can only be accessed from separate streets with no internal connecting hall, should be treated as though each access is a separate structure receiving its own unique address.
- Hotels/motels with cottages or cabins or other multi-building complexes, should receive a single address when there is a central building or office, upon which all other structures are dependent. All dependent detached structures should be issued a subaddress.

Landmarks

The following features should not automatically receive an address. They primarily serve to provide a greater context for emergency responders traveling to the scene of an incident.

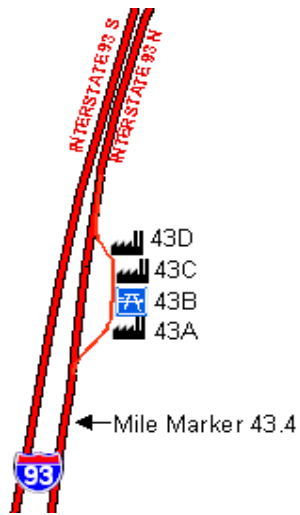
Features Not Requiring Addresses
Boat Launch
Boundary
Bridge
Cemetery
Dam
Entrance
Gate
Helipad
Hydrant
Outbuilding
Recreation Area
Rest Area
Tower
Trail head
Windmill

Interstate and Freeway Addressing

Interstates and Freeways, defined as roads that do not have “at-grade interactions”, are generally exempt from other addressing standards discussed in this guide.

Interstates and Freeways can only be accessed through interchanges, utilizing on-ramps and off-ramps. They cannot be accessed from adjacent properties or cross roads, and under most circumstances have no stoplights or stop signs.

- If an address for a structure is needed, one should be derived from the mile marker at the access point or the start of the off ramp to which the structure is located.
- If there are multiple structures at a location, each structure should share the same address and receive a unique address suffix. The suffix should start with the letter “A” and increment with each additional structure.
- The street name for the address should be the name of the highway followed by the direction.



- The additional location field in the ALI (Automatic Location Identification) record will hold the exact mile marker /tenth closest to the off-ramp.

Examples of structures needing an address would include rest areas or visitor information centers.

A rest area structure located on I-93 North with an off ramp starting at mile marker 43.4 will have an address of: 43 Interstate 93 N.

If there are multiple structures at this location, they would be addressed as 43A, 43B, 43C, etc...

In the example, all four structures would have an Additional Location Field entry of: Mile Marker 43.4

To the Board of Mayor and Aldermen of the City of Manchester:

The Committee on Administration/Information Systems respectfully recommends, after due and careful consideration, that Ordinance amendments updating Chapter 54: Storm Water of the Code of Ordinances proposed by the Environmental Protection Division, be approved and referred to the Committee on Bills on Second Reading for technical review.

(Unanimous vote with the exception of Aldermen Shaw and Stewart who were absent)

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Matthew Normand". The signature is fluid and cursive, with a long horizontal stroke at the end.

Clerk of Committee

Kevin A. Sheppard, P.E.
Public Works Director

Timothy J. Clougherty
Deputy Public Works Director

Frederick J. McNeill, P.E.
Chief Engineer



Commission
Patrick Robinson, Chair
James Burkush
Trixie Dysart
Armand Forest
Kathy Sullivan

CITY OF MANCHESTER
Department of Public Works
Environmental Protection Division

June 7, 2021

Board of Mayor and Alderman
One City Hall Plaza
Manchester, NH 03101

Subject: **Stormwater Ordinance Updates**

Dear Board of Mayor and Alderman,

The Environmental Protection Division (EPD) is responsible for the City of Manchester's compliance with various US Environmental Protection Agency permits including the newly implemented Small Municipal Separate Storm Sewer System (MS4) stormwater permit. This permit requires that the City update its stormwater ordinances and regulations to better mitigate impacts associated with non-point source pollution and improve the protection of impaired waterbodies. In order to comply with this MS4 permit, EPD respectfully requests that the attached updates be made to the city's stormwater ordinances. These ordinance updates have been recommended by our stormwater consultant Comprehensive Environmental Inc. and have been reviewed and approved by the state's Department of Environmental Services and the City Solicitor. We have attached the proposed updates to the stormwater ordinances saved in "track changes" for the Board's review and approval.

If you have any questions regarding these stormwater ordinances changes, or require any additional information, please feel free to contact us at your convenience.

Thank you,

Frederick J. McNeill, P.E.
Chief Engineer

Cc: Kevin A. Sheppard, P.E.

Attachment: City of Manchester Stormwater Ordinances (Updates in Track Changes)

City of Manchester New Hampshire

In the year Two Thousand and Twenty-One

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“Amending the Code of Ordinances of the City of Manchester ~~by adding a new~~ Chapter 54: Storm Water to Title V: Public Works.”

Be it Ordained, by the Board of Mayor and Aldermen of the City of Manchester, as follows:

CHAPTER 54: STORM WATER

Section

- 54.01 Purpose
- 54.02 Definitions
- 54.03 Administration
- 54.04 Prohibited discharges
- 54.05 ~~Permit procedures and requirements~~ Applicability
- 54.06 General application and approval procedures ~~Permit Provisions~~
- 54.07 Exemptions
- 54.087 ~~Waivers~~
- 54.098 ~~Industrial activity discharges~~
- 54.1099 Access and inspections of properties and facilities
- 54.110 Notification of accidental discharges and spills
- 54.12+ Violations, enforcement and penalties
- ~~54.12 Eligibility~~

City of Manchester New Hampshire

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§ 54.01 PURPOSE.

The purpose of this chapter is to:

(A) Protect, maintain, and enhance the environment of the City of Manchester, -New Hampshire and the public health, safety and the general welfare of the citizens of the city, by controlling discharges of pollutants to the city's storm water system and surface waters and to maintain and improve the quality of the receiving waters into which the storm water outfalls flow, including, without limitation, lakes, rivers, streams, ponds, wetlands, and groundwater of the city.

(B) Enable the City of Manchester to comply with the latest version of the United States Environmental Protection Agency (EPA) National Pollution Discharge Elimination System permit (NPDES) General Permit for and Stormwater Discharges from Small Municipal Separate Storm Sewer Systems (MS4) (MS4 Permit) and applicable regulations, 40 CFR §122.26 for storm water discharges.

(C) Allow the City of Manchester to exercise the powers granted by the State of New Hampshire through applicable statute to:

(1) Exercise general regulation over the planning, location, design, construction, and operation and maintenance of storm water facilities, culverts, drainage ditches and stream crossings in the City, whether or not owned and operated by the City;

(2) Adopt any regulations deemed necessary to accomplish the purposes of this ordinance, including the adoption of a system of fees for services and permits;

(3) Establish standards to regulate the quantity of storm water discharged and to regulate storm water contaminants ~~as may be necessary to~~ protect water quality;

(4) Review and approve plans for storm water management in proposed developments and redevelopments that disturb land equal to or greater than thresholds outlined in §54.05 herein ~~subdivisions or commercial developments;~~

(5) Issue permits for storm water discharges, or for the construction, alteration, extension, or repair of storm water facilities;

(6) Suspend or revoke permits when it is determined that the permittee has violated any applicable ordinance, or condition of the permit;

~~(7)~~ Regulate and prohibit discharges into storm water facilities of sanitary, industrial, or commercial sewage or waters that have otherwise been contaminated; ~~and~~

~~(8)~~ Regulate and prohibit discharges into and tampering of the City's MS4, culverts, drainage ditches and stream crossings;

~~(7)(9)~~ Regulate the storage and use of salt to protect water quality;
and

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(1098) Expend funds to remediate or mitigate the detrimental effects of contaminated land or other sources of storm water contamination, whether public or private.

§54.02 DEFINITIONS.

For the purpose of this chapter, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

BEST MANAGEMENT PRACTICES. Physical, structural, and/or managerial practices that, when used singly or in combination, prevent or reduce pollution of water, that have been approved by the City of Manchester, and that have been incorporated by reference into the Storm Water Regulations as if fully set out therein. ~~(See Section 6A-5 of the Storm Water Regulations for recommended Best Management Practices manuals.)~~

COMBINED SEWER DRAINAGE SYSTEM. A single pipe conveyance system intended to receive both sewage and storm or surface water.

CONTAMINANT. Any physical, chemical, biological, or radiological substance or matter in water.

~~**DEPARTMENT OF HIGHWAYS.** The Highway Division of the City of Manchester.~~

DIRECTOR OF PUBLIC WORKS. The Chief Administrator of the Department of ~~Highways~~ Public Works who is authorized to assign Highway/DPW staff to oversee the implementation and enforcement of the Storm Water Regulations and the City of Manchester's Storm Water Ordinance.

DISCHARGE. Dispose, deposit, spill, pour, inject, seep, dump, leak or place by any means, or that which is disposed, deposited, spilled, poured, injected, seeped, dumped, leaked or placed by any means including any direct or indirect entry of any solid or liquid matter into the Municipal Separate Storm Sewer System.

~~**ENVIRONMENTAL PROTECTION DIVISION (EPD).** A division of the Department of Public Works for the City of Manchester responsible for the treatment of wastewater and implementation of the City's Stormwater Management Program under EPA's NPDES Program.~~

~~**HIGHWAY DIVISION.** The Highway Division of the Department of Public Works for the City of Manchester responsible for the operation and maintenance of the City's streets.~~

ILLICIT CONNECTIONS. Illegal and/or unauthorized connections to the municipal separate storm water system whether or not such connections result in discharges into that system. "Illegal Connection" means either of the following:

(1) Any pipe, open channel, drain or conveyance, whether on the surface or subsurface, which allows an illicit discharge to enter the storm drain system including but not limited to any conveyances which allow any non-storm water discharge including sewage, process wastewater, and wash water to enter the storm drain system, regardless of whether such pipe, open channel, drain or conveyance has been previously allowed, permitted, or approved by an authorized enforcement agency; or

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(2) Any pipe, open channel, drain or conveyance connected to the municipal separate storm sewer system which has not been documented in plans, maps, or equivalent records and approved by an authorized enforcement agency.

ILLICIT DISCHARGE. Any discharge to the Municipal Separate Storm Sewer System, culverts, drainage ditches and stream crossings that is not composed entirely of storm water and not specifically exempted under ~~Section 2(J)~~ of the Storm Water Regulations.

LAND DISTURBING ACTIVITY. Any activity on property that results in a change in the existing soil cover (both vegetative and non-vegetative) and/or the existing soil topography. Land-disturbing activities include, but are not limited to, development, re-development, demolition, construction, reconstruction, clearing, grading, filling and excavation.

MUNICIPAL SEPARATE STORM SEWER SYSTEMS (MS4). The conveyances owned or operated by the municipality for the collection and transportation of storm water, including the roads and streets and their drainage systems, catch basins, curbs, gutters, ditches, man-made channels, and storm drains.

NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM PERMIT. A permit issued pursuant to 33 USC Section 1342(b) that authorizes the discharge of pollutants to waters of the United States, whether the permit is applicable on an individual, group, or general area-wide basis.

NEW DEVELOPMENT. ~~means a~~ Any construction or land alteration resulting in earth disturbances on an area that has not previously been developed to include impervious cover.

PERSON. Any and all persons, including any individual, firm or association and any city or private corporation organized or existing under the laws of this or any other state or country.

POLLUTANT. Anything which causes or contributes to pollution. Pollutants may include, but are not limited to: paints, varnishes, and solvents; petroleum hydrocarbons; automotive fluids; cooking grease; detergents (biodegradable or otherwise); degreasers; cleaning chemicals; non-hazardous liquid and solid wastes and yard wastes; refuse, rubbish, garbage, litter, or other discarded or abandoned objects and accumulations, so that same may cause or contribute to pollution; sediment; floatables; pesticides, herbicides, and fertilizers; liquid and solid wastes; sewage, fecal coliform and pathogens; dissolved and particulate metals; animal wastes; wastes and residues that result from constructing a building or structure; concrete and cement; and noxious or offensive matter of any kind.

POLLUTION. The contamination or other alteration of any water's physical, chemical or biological properties by the addition of any constituent and includes but is not limited to, a change in temperature, taste, color, turbidity, or odor of such waters, or the discharge of any liquid, gaseous, solid, radioactive, or other substance into any such waters as will or is likely to create a nuisance or render such waters harmful, detrimental or injurious to the public health, safety, welfare, or environment, or to domestic, commercial, industrial, agricultural, recreational, or other legitimate beneficial uses, or to livestock, wild animals, birds, fish or other aquatic life.

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PREMISES. Any building, lot, parcel of land, or portion of land whether improved or unimproved including adjacent sidewalks and parking strips.

REDEVELOPMENT. Any construction, land alteration, or improvement of a site that does not meet the definition of new development.

STATE WATERS. Any and all rivers, streams, creeks, branches, lakes, reservoirs, ponds, drainage systems, springs, wells, and other bodies of surface and subsurface water, natural or artificial, lying within or forming a part of the boundaries of the State of New Hampshire which are not entirely confined and retained completely upon the property of a single person.

STORM WATER. Storm water runoff, snow melt runoff, surface runoff, street wash waters related to street cleaning or maintenance, infiltration and drainage.

STORM WATER APPEALS COMMITTEE. A three-member committee consisting of ~~a Highway Commissioner~~ the Director of the Department of Public Works, an engineer from a private engineering firm and an engineer from the Department of ~~Highways~~ Public Works.

STORM WATER MANAGEMENT. The programs to maintain quality and quantity of storm water runoff to pre-development levels.

STORM WATER MANAGEMENT FACILITIES. The drainage structures, conduits, ditches, combined sewers, sewers, and all device appurtenances by means of which storm water is collected, transported, pumped, treated or disposed of.

STORM WATER MANAGEMENT PLAN. The set of drawings and other documents that comprise all the information and specifications for the programs, drainage systems, structures, Best Management Practices, concepts and techniques intended to maintain or restore quality and quantity of storm water runoff to pre-development levels.

STORM WATER POLLUTION PREVENTION PLAN (SWPPP). A plan that clearly describes appropriate control measures that include a description of all pollution control measures (i.e., Best Management Practices) that will be implemented as part of the construction activity to control pollutants in storm water discharges and describes the interim and permanent stabilization practices for the site.

STORM WATER REGULATIONS. A supplement to the Storm Water Ordinance that includes additional conditions and requirements. Copies are available at the Department of ~~Highways~~ Public Works and the Office of the City Clerk.

STORM WATER RUNOFF. Flow on the surface of the ground, resulting from precipitation and drainage consisting entirely of water from any form of natural precipitation, and resulting from such precipitation.

STORM WATER UTILITY. The Department of ~~Highways~~ Public Works and its duly authorized agents created by ordinance of the City to administer the Storm Water Management Ordinance, and other Storm Water Regulations adopted by the City.

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STRUCTURAL BEST MANAGEMENT PRACTICES. Devices that are constructed to provide control of storm water runoff.

STRUCTURAL STORM WATER CONTROL. A structural storm water management facility or device that controls storm water runoff and changes the characteristics of that runoff including, but not limited to, the quantity and quality, the period of release or the velocity of flow.

§ 54.03 ADMINISTRATION.

The Director of the Department of Highways-Public Works or his designee shall administer the provisions of this ordinance and is hereby authorized to promulgate and amend such regulations as may be necessary and convenient to effectuate the purposes and enforce the requirements of this ordinance.

§ 54.04 PROHIBITED DISCHARGES.

The specific prohibited discharges outlined in Section 2 the latest version of the NPDES MS4 Permit and the Storm Water Regulations are not inclusive of all discharges prohibited by this ordinance and the Storm Water Regulations.

§ 54.05 APPLICABILITY, PERMIT PROCEDURES AND REQUIREMENTS.

(A) No person may undertake a land disturbance activity as described below without a land disturbance permit, unless the project meets the exemptions outlined in §54.07 or a waiver is granted as outlined in the Storm Water Regulations or the project was already in process when these Regulations were adopted:

- (1) Land disturbance where there is a 15% or greater slope and where the land disturbance is greater than or equal to 1,000 square feet;
- (2) Land disturbing activity of one half (0.5) or more acres of land;
- (3) Land disturbing activity of less than one half (0.5) acre of land if such activity is part of a larger common plan of development that affects one half (0.5) or more acres of land;
- (4) Land disturbing activity of less than one half (0.5) acre of land if in the discretion of the City of Manchester, such activity poses a unique threat to water, or public health or safety;
- (5) The creation and use of borrow pits (the excavation of soils from one area to be used in another area that would meet any of the criteria in 1, 2, or 3 above).

Every owner/operator will also be required to obtain an EPA Construction General Permit from the EPA through a Notice of Intent, where applicable.

(B) No person shall dump, discharge, cause or allow to be discharged any pollutant or non-stormwater discharge into the MS4 or into any waters as defined in the Regulations that causes or contributes to pollution, clogging or flooding of the MS4, surface waters, culverts, drainage ditches and stream crossings.

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(C) No person shall construct, use, allow, maintain, or continue any illicit connection to the MS4, regardless of whether the connection was permissible under applicable law, regulation, or custom at the time of connection.

(D) No person shall obstruct or interfere with the normal flow of stormwater into or out of the MS4 without prior written approval from the Director of Public Works with input from the Environmental Protection Division (EPD) and Highway Division.

~~(A) **Permit Required** No land owner or land operator shall begin any site work on any building(s), grading or other land development or any land disturbance activities (as outlined in §54.06) without first submitting a Notice of Intent (NOI) to EPA Washington. Owner must also have received acknowledgement, have a Department of Highways approved Storm Water Pollution Prevention Plan and meet the requirements of this ordinance.~~

~~(B) **General Waiver Requirement.** Every applicant shall provide for storm water management as required by this ordinance and the Department of Highways Storm Water Regulations unless a written request is filed to waive this requirement. Requests to waive the Storm Water Management Program requirements shall be submitted to the Department of Highways for approval.~~

~~(BC) **Application Requirements** Unless specifically excluded by this ordinance, any landowner or operator desiring a permit for a land disturbance activity (as described in Section 4 of the Storm Water Regulations) shall secure required approvals through the City of Manchester's Planning Board and shall submit to the Department of Highways proof of NOI submission and a copy of the Storm Water Pollution Prevention Plan, as approved by the Department of Highways, for related project before beginning any site clearing or construction.~~

§ 54.06 GENERAL ~~PERMIT PROVISIONS~~ APPLICATION AND APPROVAL PROCEDURES.

Application and approval procedures and requirements shall be defined and included as part of the Storm Water Regulations Manual.

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~~PLand Disturbance permits when required—Every owner/operator will be required to obtain an EPA General Permit from the EPA through a Notice of Intent in the following cases:~~

~~_____ (1) _____ Land disturbing activity disturbs one (1) or more acres of land;~~

~~_____ (2) _____ Land disturbing activity of less than one (1) acre of land if such activity is part of a larger common plan of development that affects one (1) or more acres of land;~~

~~_____ (3) _____ Land disturbing activity of less than one (1) acre of land, if in the discretion of City of Manchester such activity poses a unique threat to water, or public health or safety;~~

~~_____ (4) _____ The creation and use of borrow pits (the excavation of soils from one area to be used in another area that would meet any of the criteria of 1, 2, or 3 above).~~

§ 54.07 EXEMPTIONS.

The following are exempt from obtaining a land disturbance permit.

- (1) Agricultural and forestry practices in accordance with BMPs published by the NH Department of Agriculture;
- (2) Interior alterations and exterior maintenance to existing buildings and structures;
- (3) Resurfacing and routine maintenance of pavement unless underlying and/or surrounding soil is disturbed and/or changes in surface grade or elevations are made that change the flow patterns and discharge of stormwater runoff;
- (4) Any new development or redevelopment that is granted a waiver as outlined in the Stormwater Regulations;
- (5) A project that has received an approval prior to when these Regulations were adopted;
- (6) A project that has received subdivision or site plan approval from the Planning Board, provided the project demonstrates compliance with the stormwater management performance standards, site inspection, and inspection and maintenance requirements of these regulations and the decision includes a designation as such. Where approval of compliance with these regulations is sought through the subdivision and site plan review process, include a copy of the checklist in Appendix A of the Stormwater Regulations with subdivision and site plan applications.

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In cases in which the project does not demonstrate compliance with these rules and regulations, or when none of the above approvals are required, a land disturbance permit through the DPW/EPD will be required.

§ 54.08 WAIVERS.

Every applicant shall provide for Storm Water Management as required by the Storm Water Regulations, unless a written request is filed to waive this requirement. Requests to waive the Storm Water Management ~~Program~~ requirements shall be submitted to the ~~Director of Public Works~~ DPW/EPD for approval ~~and must meet the requirements of 40 CFR §122.26(g) as outlined in the Storm Water Regulations.~~

§ 54.09 ~~8~~ INDUSTRIAL ACTIVITY DISCHARGES.

All operators of landfills, hazardous waste treatment, disposal, and recovery facilities and industrial facilities are subject to Section 313 of Title III of the Superfund Amendments and Reauthorization Act of 1986 (SARA) 42, USC § 11023, and industrial facilities that the City determines are contributing a pollutant load to the Municipal Separate Storm Sewer System, which are sources of storm water discharges associated with industrial activity shall comply with the requirements outlined in the City's Storm Water Regulations.

§ 54.1009 ACCESS AND INSPECTION OF PROPERTIES AND FACILITIES.

(A) — The representative of the Department of ~~Highways~~ Public Works shall be permitted to
(B)(A) enter and inspect properties and facilities at reasonable times as often as may be necessary to determine compliance with this ordinance.

(B) If a property or facility has security measures in force, which require proper identification and clearance before entry into its premises, the owner or operator shall make the necessary arrangements to allow access to representatives of the Department of ~~Highways~~ Public Works.

(C) The owner or operator shall allow the representative of the Department of ~~Highways~~ Public Works ready access to all parts of the premises for the purposes of inspection, sampling, photography, videotaping, examination and copying of any records that are required under the conditions of this ordinance and Storm Water Regulations ~~and/or~~ a National Pollutant Discharge Elimination System Permit to discharge storm water.

(D) The Department of ~~Highways~~ Public Works shall have the right to set up on any property or facility such devices as are necessary in the opinion of the Department of ~~Highways~~ Public Works to conduct monitoring and/or sampling of flow discharges.

(E) The Department of ~~Highways~~ Public Works may require the owner or operator to install monitoring equipment and perform monitoring as necessary, and make the monitoring data available to the Department of ~~Highways~~ Public Works. This sampling and monitoring equipment shall be maintained at all times in a safe and proper

City of Manchester New Hampshire

In the year Two Thousand and Twenty-One

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operating condition by the owner or operator at his/her own expense. All devices used to measure flow and quality shall be calibrated to ensure their accuracy.

(F) Any temporary or permanent obstruction to safe and easy access to the property or facility to be inspected and/or sampled shall be promptly removed by the owner or operator at the written or oral request of the Department of Highways-Public Works and shall not be replaced. The costs of clearing such access shall be borne by the owner or operator.

(G) Unreasonable delays in allowing the Department of Highways-Public Works access to a facility shall be a violation of this ordinance.

(H) If the Department of Highways-Public Works has been refused access to any part of the premises from which storm water is discharged, and the Department of Highways-Public Works is able to demonstrate probable cause to believe that there may be a violation of this ordinance, or that there is an need to inspect and/or sample as part of a routine inspection and sampling program designated to verify compliance with this ordinance or any order issued hereunder, or to protect the overall public health, safety, environment and welfare of the community, then the Department of Highways-Public Works may seek issuance of a search warrant from any court of competent jurisdiction.

§ 54.1140 NOTIFICATION OF ACCIDENTAL DISCHARGES AND SPILLS.

Notwithstanding other requirements of law, as soon as any person responsible for a facility, activity or operation, or responsible for emergency response for a facility, activity or operation has information of any known or suspected release of pollutants or non-storm water discharges from that facility or operation which are resulting or may result in illicit discharges or pollutants discharging into storm water, the City of Manchester's separate storm sewer system, State Waters, or Waters of the U.S., said person shall immediately notify the DPW/EPD Department of Highways and take all necessary steps to ensure the discovery, containment, and cleanup of such release so as to minimize the effects of the discharge.

§ 54.121 VIOLATIONS, ENFORCEMENT AND PENALTIES.

(A) It shall be unlawful for any person to violate any provision or fail to comply with any of the requirements of the City's Storm Water Ordinance or the Storm Water Regulations. Any person who has violated or continues to violate these provisions may be subject to the enforcement actions outlined in this section or may be restrained by injunction or otherwise abated in a manner provided by law.

In the event the violation constitutes an immediate danger to public health or public safety, the Department of Highways-Public Works is authorized to enter upon the subject private property, without giving prior notice, to take any and all measures necessary to abate the violation and/or restore the property. The Department of Highways-Public Works is authorized to seek costs of the abatement as outlined in §54.11(F).

(B) Whenever the Department of Highways-Public Works finds that a violation of this ordinance or the Regulations has occurred, the Public Works Director or designee may order compliance by written Notice of Violation. The Notice of Violation shall contain:

- (1) The name and address of the alleged violator;

City of Manchester *New Hampshire*

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(2) The address when available or a description of the building, structure or land upon which the violation is occurring, or has occurred;

(3) A statement specifying the nature of the violation;

(4) A description of the remedial measures necessary to restore compliance with this ordinance and a time schedule for the completion of such remedial action;

(5) A statement of the penalty or penalties that may be assessed against the person to whom the notice of violation is directed; and,

(6) A statement that the determination of violation may be appealed to the Department of Highways Public Works Storm Water Appeals Committee by filing a written notice of appeal within five (5) days of service of notice of violation.

(C) Such notice may require without limitation:

(1) The performance of monitoring, analyses, and reporting;

(2) The elimination of illicit discharges and illegal connections;

(3) That violating discharges, practices, or operations shall cease and desist;

(4) The abatement or remediation of storm water pollution or contamination hazards and the restoration of any affected property;

(5) Payment of costs to cover administrative and abatement costs; and,

(6) The implementation of pollution prevention practices.

(D) *Appeal of Notice of Violation* - Any person receiving a Notice of Violation may appeal the determination of the Department of Highways Public Works. The appeal must be received within five (5) days from the date of the Notice of Violation. Filing of an appeal does not relieve the owner from full compliance with the remedial actions outlined in the Notice of Violation. Hearing on the appeal before the Department of Highways Public Works, Storm Water Appeals Committee shall take place within thirty (30) days from the date of receipt of the appeal. The decision of the Storm Water Appeals Committee shall be final.

(E) *Enforcement Measures After Appeal* - If the violation has not been corrected pursuant to the requirements set forth in the Notice of Violation, then representatives of the Department of Highways Public Works may enter upon the subject private property and are authorized to take any and all measures necessary to abate the violation and/or restore the property. It shall be unlawful for any person, owner, agent or person in possession of any premises to refuse to allow the government agency or designated contractor to enter upon the premises for the purposes set forth above.

(F) *Costs of Abatement of the Violation* - Within ten (10) days after abatement of the violation, the owner of the property will be notified of the cost of abatement, including administrative costs. The property owner may file a written protest

City of Manchester New Hampshire

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objecting to the assessment or to the amount of the assessment within fifteen (15) days of such notice. If the amount due is not paid within thirty (30) days after receipt of the notice, or if an appeal is taken, within five (5) days after a decision on said appeal, the charges shall become a special assessment against the property and shall constitute a lien on the property for the amount of the assessment. Any person violating any of the provisions of this article shall become liable to the City of Manchester by reason of such violation.

(G) *Civil Penalties* - In the event the alleged violator fails to take the remedial measures set forth in the notice of violation or otherwise fails to cure the violations described therein within two (2) days, or such greater period as the Department of Highways Public Works shall deem appropriate, after the Director of Public Works or designee has taken one or more of the actions described above, the Public Works Director may impose a penalty not to exceed \$1,000 (depending on the severity of the violation) for each day the violation remains unremedied after receipt of the notice of violation.

(H) *Criminal Penalties* - For violations of the Storm Water Ordinance or the ~~Rules &~~ Regulations, the Director of Public Works may issue a citation to the alleged violator requiring such person to appear in court to answer charges for such violation. Upon conviction, such person shall be punished by a fine not to exceed \$1,000 for each day the violation has occurred, or imprisonment for up to sixty (60) days or both. Each act of violation and each day upon which any violation shall occur shall constitute a separate offense.

(I) *Violations Deemed a Public Nuisance* – In addition to the enforcement process and penalties provided in this ordinance any threat to public health, safety, welfare and environment and is declared and deemed a nuisance, may be abated by injunctive or other equitable relief as provided by law.

(J) *Remedies Not Exclusive* - The remedies listed in this ordinance and the Regulations are not exclusive of any other remedies available under any applicable Federal, State or local law and the City of Manchester may seek cumulative remedies.

The City of Manchester may recover attorney's fees, court costs, and other expenses associated with enforcement of this ordinance, including sampling and monitoring expenses.

~~§ 54.12 ELIGIBILITY.~~

~~(A) — Permit Eligibility — Permit eligibility is limited to discharges from “large” and “small” construction activity or as otherwise designated by the EPA. This general permit contains eligibility restrictions, as well as permit conditions and requirements. Permittee may have to take certain actions to be eligible for coverage under this permit. In such cases, permittee must continue to satisfy those eligibility provisions to maintain permit authorization. If permittee does not meet the requirements that are pre-condition to eligibility, then the resulting discharges constitute unpermitted discharges. By contrast, if permittee does not comply with the requirements of the general permit, permittee may be in violation of the general permit for their otherwise eligible discharges.~~

~~(B) — Combined Sewer Drainage Systems Discharges from “large” and “small” construction activity or as otherwise designated by the EPA that flow into a combined sewer system are not covered by the EPA’s Phase II Storm Water Program. A Notice of~~

City of Manchester *New Hampshire*

In the year Two Thousand and Twenty-One

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~~Intent does not need to be submitted to the EPA nor does the owner/operator have to receive acknowledgement from the EPA prior to the start of construction activity.~~

~~The City of Manchester is requiring in these instances that all other conditions as outlined in this ordinance or the Regulations shall apply to all construction activity as defined in §54.06 with the exception of submitting the Notice of Intent to EPA Washington. The requirements for determination of no impact status as outlined in the Endangered Species Act and Historic Preservation Act along with the completion of a Storm Water Pollution Prevention Plan as outlined in the Notice of Intent submission is still a mandatory submission to the City of Manchester and must follow the conditions as outlined in the EPA's Notice of Intent.~~

To the Board of Mayor and Aldermen of the City of Manchester:

The Committee on Administration/Information Systems respectfully advises, after due and careful consideration, that the communication from Alderman Sharonov proposing a Charter amendment to Section 2.05(b) of the City Charter governing vacancies in the office of alderman has been reviewed.

The Committee recommends that in lieu of a charter amendment, the board adopt the policy that should a vacancy occur in the office of alderman, the remaining aldermen shall schedule a single election for all registered candidates as soon as practicable.

(Unanimous vote with the exception of Aldermen Shaw and Stewart who were absent)

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Matthew Normand", with a stylized flourish at the end.

Clerk of Committee



CITY OF MANCHESTER
Board of Aldermen

Board of Aldermen
One City Hall Plaza
Manchester, New Hampshire

In Board of Mayor and Aldermen
Date: 7/6/2021

Ald. Sharonov moved to approve request. Ald. Levasseur duly seconded the motion. The motion failed on a roll call vote.

Matthew Normand
City Clerk

MEMORANDUM

Dear fellow Aldermen,

I am writing to you today to propose to send a Charter Amendment to Manchester voters this November. Specifically, an amendment to Section 2.05(b), which governs vacancies in the office of alderman.

I am concerned about the lack of uniformity in the format of special aldermanic elections. For example, a 2015 special election in Ward 5 was a winner-take-all whereas a 2017 special election in Ward 6 had a primary and a general election. More recently, the 2021 special election in Ward 6, in which I was a candidate, had a primary and a general election all while the upcoming Ward 8 special election is going to be winner-take-all once again.

Making all special aldermanic elections winner-take-all will save both time and money for both the candidates and the City of Manchester. Furthermore, it will minimize the amount of time the residents in a ward, in which there is a vacancy, are left without representation.

To expand further on time without representation, I think it is unacceptable that Ward 6 residents were left without representation for six and a half months – the time between the day the vacancy had occurred and the day of the general election this past May. By September 21st – the day of the special election in Ward 8 – Ward 8 residents will have been without representation for five and a half months.

I think it is important to fill the vacancies as early as possible as well as to apply the same standard each time there is a vacancy. With this, I am proposing to:

1. Require that all special aldermanic elections occur within ninety (90) days of the vacancy, or sooner if they can be held on the same day as a regularly scheduled municipal election; and
2. Require that all special aldermanic elections be winner-take-all regardless to the number of candidates who file to run.

Below is the proposed text of the amendment to send to Manchester voters for approval:

SECTION 2.05 VACANCIES

- (b) Should a vacancy occur in the office of alderman, the remaining members shall call a *single* special election, *without a primary election, and which shall take place within ninety (90) calendar days of the vacancy*, in the ward in which the vacancy shall have occurred, to fill the vacancy.

Thank you for your consideration, and I am open to discussion of the intent and the language of the proposed amendment.

Respectfully submitted,

Sebastian Sharonov
Ward 6 Alderman
Board of Mayor and Aldermen
Manchester, New Hampshire

28 June 2021

To the Board of Mayor and Aldermen of the City of Manchester:

The Committee on Community Improvement respectfully recommends, after due and careful consideration, that the amending resolution and budget authorization providing for a decrease in funding of \$339,200 for CIP 410821 Emergency Management Equipment & Supplies be approved.

(Unanimous vote with the exception of Alderman Roy who was absent)

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Matthew Hammond", with a stylized flourish at the end.

Clerk of Committee

Andre R. Parent
Chief of Department



Matthew A. K. Lamothe
Assistant Chief


City of Manchester
Fire Department

TO: Alderman Cavanaugh, CIP Committee Chair

FROM: Chief Andre Parent

DATE: June 15, 2021

RE: Project# 410821, Emergency Management Equipment



It was our understanding that we were awarded \$550,000 for the above mentioned project. However, we were only awarded \$210,800. I am requesting that the amount of the project be amended from \$550,000 to \$210,800. Thank you for your attention to this matter.

CIP BUDGET AUTHORIZATION

CIP#: 410821

Project Year: 2021

CIP Resolution: 6/9/2020

Title: Emergency Management Equipment & Supplies

Amending Resolution: 8/3/2021

Administering Department: Fire Department

Revision: #1

Project Description: Funds to purchase Emergency Management Equipment and Supplies.

Federal Grants

Federal Grant: Yes

Environmental

Review Required: No

Grant Executed: No

Completed:

Critical Events

1.	Project Initiation	9/1/2020
2.	Project Completion	12/31/2021
3.		
4.		
5.		
		12/31/2021

Line Item Budget

	FEDERAL			TOTAL
Salaries and Wages	\$0.00	\$0.00	\$0.00	\$0.00
Fringes	\$0.00	\$0.00	\$0.00	\$0.00
Design/Engineering	\$0.00	\$0.00	\$0.00	\$0.00
Planning	\$0.00	\$0.00	\$0.00	\$0.00
Consultant Fees	\$0.00	\$0.00	\$0.00	\$0.00
Construction Admin	\$0.00	\$0.00	\$0.00	\$0.00
Land Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Overhead	\$0.00	\$0.00	\$0.00	\$0.00
Construction Contracts	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$210,800.00	\$0.00	\$0.00	\$210,800.00
TOTAL	\$210,800.00	\$0.00	\$0.00	\$210,800.00

Revisions: Revision #1 - Budget decreased \$339,200 (from \$550,000 to \$210,800) and extend the project until 12/31/2021.**Comments:** FEDERAL Funds: FEMA or GOFERR

Planning Department/Startup Form - 07/1/20

\$210,800.00

City of Manchester
New Hampshire

In the year Two Thousand and Twenty One

A RESOLUTION

“Amending the FY 2021 Community Improvement Program, authorizing and decreasing funds in the amount of Three Hundred Thirty Nine Thousand Two Hundred Dollars (\$339,200) for the FY 2021 CIP 410821 Emergency Management Equipment & Supplies.”

Resolved by the Board of Mayor and Aldermen of the City of Manchester as follows:

WHEREAS, the Board of Mayor and Aldermen has approved the 2021 CIP as contained in the 2021 CIP budget; and

WHEREAS, the 2021 CIP contains all sources of funds to be used in the execution of projects; and

WHEREAS, the Board of Mayor and Aldermen wishes to decrease funding from the New Hampshire Department of Justice for emergency management equipment and supplies ;

NOW, THEREFORE, be it resolved that the 2021 CIP be amended as follows:

By decreasing:

FY 2021 CIP 410821 Emergency Management Equipment & Supplies- \$339,200 Federal;

Resolved, that this Resolution shall take effect upon its passage

To the Board of Mayor and Aldermen of the City of Manchester:

The Committee on Community Improvement respectfully recommends, after due and careful consideration, that the amending resolution and budget authorization providing for the acceptance and expenditure of funds in the amount of \$4,100,000 for CIP 712022 FY22 30" Water Main Installation-Londonderry Tanks to Rt. 28 be approved.

(Unanimous vote with the exception of Alderman Roy who was absent)

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Matthew Normand", with a stylized flourish at the end.

Clerk of Committee



MANCHESTER WATER WORKS

281 LINCOLN STREET • MANCHESTER, NEW HAMPSHIRE 03103 • (603)
624-6494



BOARD OF WATER COMMISSIONERS

DANIELLE YORK
President

HAROLD SULLIVAN
Clerk

Ex Officio
HON. JOYCE CRAIG
Mayor

PHILIP W. CROASDALE
Director

June 23, 2021

Alderman Kevin J. Cavanaugh, Chairman
Committee on Community Improvement
Office of the City Clerk
One City Hall Plaza
Manchester, NH 03103

Re: NH Drinking Water and Groundwater Trust Fund Grant – Main Installation

Chairman Cavanaugh and Honorable Committee Members;

I am requesting the Committee approve Manchester Water Works (MWW) recently awarded State of New Hampshire, Drinking Water and Groundwater Trust Fund Grant (Award) in the amount of \$4.1M for the purpose of installing a 30" main from our two tanks on Josephine Drive in Londonderry connecting to Rockingham Road (Route 28) (see attached letter to NHDWG Trust Committee requesting the Award and supporting documentation).

The need for this work arose out of the Southern NH Regional Water Interconnection Project. The terms of this Award are for no matching funds from MWW. The Award amount will cover all costs for the project.

This grant has been approved by the Board of Water Commissioners on June 24, 2021 at their regular monthly meeting and is currently pending review and approval by the State's Governor and Executive Council.

I am also requesting the Committee on Community Improvement add a CIP Project Authorization for the project for FY2022: 30" main installation from Londonderry tanks to Rockingham Road in the amount of \$4,100,000. Funding will be from a \$4.1M Grant Award from the NH Drinking Water Groundwater Trust Fund (NHDWG Trust).

I will be available at the next Committee on Community Improvement meeting to answer general or specific questions concerning this Grant Award.

Thank you for your consideration to the above matter.

Respectfully submitted,

Philip W. Croasdale

Philip W. Croasdale, Director

attachments

CIP BUDGET AUTHORIZATION

CIP#: 712022

Project Year: 2022

CIP Resolution: 6/8/2021

Title: FY2022 30" Water Main Installation-Londonderry Tanks to Rt 28

Amending Resolution: 8/3/2021

Administering Department: Water Works

Revision:

Project Description: Installation of approximately 3,400' of 30" main connecting the two water storage tanks on Josephine Drive in Londonderry to Noyes Road to Rockingham Road (Route 28).

Federal Grants

Federal Grant: No

Environmental

Review Required: No

Grant Executed:

Completed:

Critical Events

1.	Project Initiation	7/1/2021
2.	Project Completion	12/31/2022
3.		
4.		
5.		
		12/31/2022

Line Item Budget

	STATE			TOTAL
Salaries and Wages	\$0.00	\$0.00	\$0.00	\$0.00
Fringes	\$0.00	\$0.00	\$0.00	\$0.00
Design/Engineering	\$900,000.00	\$0.00	\$0.00	\$900,000.00
Planning	\$0.00	\$0.00	\$0.00	\$0.00
Consultant Fees	\$0.00	\$0.00	\$0.00	\$0.00
Construction Admin	\$0.00	\$0.00	\$0.00	\$0.00
Land Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Overhead	\$0.00	\$0.00	\$0.00	\$0.00
Construction Contracts	\$3,200,000.00	\$0.00	\$0.00	\$3,200,000.00
Other	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL	\$4,100,000.00	\$0.00	\$0.00	\$4,100,000.00

Revisions:

Comments: Funded by NHDWG Trust Fund. No matching funds from MWW.

City of Manchester
New Hampshire

In the year Two Thousand and Twenty One

A RESOLUTION

“Amending the FY2022 Community Improvement Program, authorizing and appropriating funds in the amount of Four Million One Hundred Thousand Dollars (\$4,100,000) for the FY 2022 CIP 712022 FY2022 30" Water Main Installation-Londonderry Tanks to Rt 28.”

Resolved by the Board of Mayor and Aldermen of the City of Manchester as follows:

WHEREAS, the Board of Mayor and Aldermen has approved the 2022 CIP as contained in the 2022 CIP budget; and

WHEREAS, the 2022 CIP contains all sources of funds to be used in the execution of projects; and

WHEREAS, the Board of Mayor and Aldermen wishes to allocate STATE funding from the NH Drinking Water Groundwater Trust Fund Grant to provide one-time funding to install a 30" water main from Joseph Drive in Londonderry connecting to Rockingham Road (Route 28).

NOW, THEREFORE, be it resolved that the 2022 CIP be amended as follows:

By adding:

FY2022 CIP 712022 30" Water Main Installation-Londonderry Tanks to Rt 28 - \$4,100,000
STATE

Resolved, that this Resolution shall take effect upon its passage

To the Board of Mayor and Aldermen of the City of Manchester:

The Committee on Community Improvement respectfully recommends, after due and careful consideration, that the bond resolution and budget authorization providing for the acceptance and expenditure of funds in the amount of \$5,000,000 for CIP 712122 Replacement of Fire Station 9 (Calef Road) be approved.

(Unanimous vote with the exception of Alderman Roy who was absent)

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Matthew Normand", with a stylized flourish at the end.

Clerk of Committee

Andre R. Parent
Chief of Department



Matthew A. K. Lamothe
Assistant Chief

City of Manchester

Fire Department

June 23, 2021

Alderman Cavanaugh
Chairman, CIP Committee
One City Hall
Manchester, NH 03101

Dear Honorable Alderman Cavanaugh,

I am writing to you today to discuss the replacement of Manchester Fire Department's Station 9 located at 575 Calef Road, in Ward 9. Station 9 was built in 1962 as a single engine station. This station services a densely populated area with mixed occupancy, elderly apartments, large commercial buildings, the South Willow Street corridor, South Beech Street, Queen City Ave, and Brown Ave. Additionally, Station 9 routinely responds to Routes 293, 93 and 3, is sent to water rescues on the Merrimack River, and is one of the primary response apparatus for the Manchester-Boston Regional Airport. Due to its location, Engine 9 also responds to the inner city and the West Side for multiple alarm fires.

While appropriately designed, sized and constructed for its time, the station does not meet the needs of a modern fire department, nor does it provide a safe environment for our members. Station 9 is built into the hill side at the corner of Calef Rd. and Garfield Street. Due to its location and design, snowmelt and run off from rainstorms is directed towards the rear of the building and during rainstorms the roof leaks and the basement floods. The apparatus bay floor lacks appropriate grading and drainage which leads to standing water, presenting safety concerns. Due to this and the building's age this presents a significant risk for the development of mold which has been previously documented on site. This has also led to insect infestations from spring through fall.

Due to the building's age and acceptable building standards and materials at the time, it was built with asbestos ceiling and floor tiles. These tiles are in disrepair and are putting our members at risk for unnecessary asbestos exposure on a daily basis. The building does not have a fire suppression or sprinkler system.

Over the years, fire apparatus have grown in size. Today's apparatus barely fit into the station, and need increasing space to back into the station, exacerbated by a shortened ramp. Not only does this present a daily safety issue in regards to safely fitting the engine into the bay, but also presents safety concerns for the increased intrusion into the roadway. In terms of replacement apparatus, the Fire Department is left with few options moving forward that will fit into the existing station. Larger apparatus and increased equipment needs has led to a shortage of storage space for equipment and gear.

Over the years, a number of previous fire chiefs have requested funding to replace Station 9, but have not been successful. I am kindly asking the CIP Committee to approve funding to tear down the existing station and rebuild a new station on the same site, that meets the response needs of a modern fire department and provides a safe working environment for our members. I am happy to provide a tour of the existing Station 9 to anyone who might question the need for funding this request, so that they might see the unnecessary unsafe working conditions our firefighters are placed in on a daily basis.

Sincerely,

A handwritten signature in black ink, appearing to read 'A. Parent', written in a cursive style.

Andre Parent, Chief & Emergency Management Director
City of Manchester Fire Department
100 Merrimack Street
Manchester, NH 03101
(603) 669-2256

Kevin A. Sheppard, P.E.
Public Works Director

Timothy J. Clougherty
Deputy Public Works Director

Josh Gagné
Chief Facilities Manager



Commission
Toni Pappas
Patrick Robinson
James Burkush
Trixie Vazquez
Armand Forest

CITY OF MANCHESTER
Department of Public Works
Facilities Division

June 22, 2021

To: Alderman Cavanaugh, Chairman, CIP Committee
From: Josh Gagné, Chief of Facilities

Re: Replacement of Fire Station 9 (Calef Road)

Chairman Cavanaugh, Fire Station 9 (Calef Road), built in 1962, has exceeded its useful life. We request on behalf of the Manchester Fire Department funding in the amount of \$5,000,000. Funding would be used for design, demolition of the existing station, site development and new construction.

Your consideration is appreciated.

Cc:
Chief Parent
Kevin Sheppard
Timothy Clougherty

Sincerely,

Josh Gagné
Chief of Facilities
603-792-5304



CIP BUDGET AUTHORIZATION

CIP#: 712122

Project Year: 2022

CIP Resolution: 6/8/2021

Title: Replacement of Fire Station 9 (Calef Rd Station)

Amending Resolution: 8/3/2021

Administering Department: DPW-Facilities

Revision:

Project Description: This project involves the replacement of Fire Station 9 (Calef Road). Included in this request are design, demolition of the existing structure, site development and new construction.

Federal Grants

Federal Grant: No

Environmental

Review Required: No

Grant Executed:

Completed:

Critical Events

1.	Project Initiation	7/1/2021
2.	Project Completion	6/30/2051
3.		
4.		
5.		
		6/30/2051

Line Item Budget

	BOND			TOTAL
Salaries and Wages	\$0.00	\$0.00	\$0.00	\$0.00
Fringes	\$0.00	\$0.00	\$0.00	\$0.00
Design/Engineering	\$0.00	\$0.00	\$0.00	\$0.00
Planning	\$0.00	\$0.00	\$0.00	\$0.00
Consultant Fees	\$0.00	\$0.00	\$0.00	\$0.00
Construction Admin	\$0.00	\$0.00	\$0.00	\$0.00
Land Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Overhead	\$0.00	\$0.00	\$0.00	\$0.00
Construction Contracts	\$5,000,000.00	\$0.00	\$0.00	\$5,000,000.00
Other	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL	\$5,000,000.00	\$0.00	\$0.00	\$5,000,000.00

Revisions:**Comments:**

Planning Department/Startup Form - 07/1/20

\$5,000,000.00

City of Manchester *New Hampshire*

In the year Two Thousand and Twenty One

A RESOLUTION

“Authorizing Bonds, Notes or Lease Purchases in the amount of Five Million Dollars (\$5,000,000) for the 2022 CIP 712122 Replacement of Fire Station 9 (Calef Rd Station) (DPW Facilities).”

Resolved by the Board of Mayor and Aldermen of the City of Manchester as follows:

SECTION 1. That there be and hereby is authorized under and pursuant to the Municipal Finance Act, and any other enabling authority, the issuance and sale of general obligation serial bonds, notes or lease purchases of the City in the aggregate principal amount of Five Million Dollars (\$5,000,000) as one or more separate bond, note or lease purchase issues for purposes stated in Section 3 of said Act, as more specifically hereinafter indicated. The bonds, notes or lease purchases of each issue shall bear the City Seal, shall be signed by the manual or facsimile signature of the Mayor, countersigned by the manual or facsimile signature of the Finance Officer and shall be payable in such annual installments as shall be determined by the Finance Officer with the approval of the Mayor. Except as otherwise provided by law and this Resolution, discretion to fix the date, maturities, denomination, place of payment, form and other details of each issue of said bonds, notes or lease purchases and of providing for the sale thereof is hereby delegated to the Finance Officer.

SECTION 2. That the proceeds of said bonds, notes or lease purchases be and they are hereby appropriated for the purpose of financing costs of the following public works and improvements of a permanent nature, hereby authorized namely,

Purpose	Amount
2022 – 712122 Replacement of Fire Station 9 (Calef Rd Station)(DPW-Facilities)	\$5,000,000

It is hereby declared that the improvements to be financed by said bonds, notes or lease purchases have a useful life in excess of 30 years.

SECTION 3. That the Finance Officer, with the approval of the Mayor, is hereby authorized to issue at one time or from time to time notes in anticipation of said bonds, notes or lease purchases and to renew or refund the same under and pursuant to and to the extent authorized by RSA 33:7a.

SECTION 4. That an amount sufficient to pay the principal of and interest on said bonds, notes or lease purchases payable in each year during which they are outstanding be and hereby is appropriated and, to the extent other funds are not available for such purpose, said amount shall be included in the tax levy for each year until the debt represented by said bonds, notes or lease purchases is extinguished.

City of Manchester
New Hampshire

In the year Two Thousand and Twenty One

A RESOLUTION

“Authorizing Bonds, Notes or Lease Purchases in the amount of Five Million Dollars (\$5,000,000) for the 2022 CIP 712122 Replacement of Fire Station 9 (Calef Rd Station) (DPW Facilities).”

Resolved by the Board of Mayor and Aldermen of the City of Manchester as follows:

SECTION 5. That the bonds, notes or lease purchases herein authorized may be consolidated with any other issue of bonds, notes or lease purchases heretofore or hereafter authorized, provided that the last annual installment of any such consolidated issue shall be payable not later than the date on which the last annual installment of the bonds, notes or lease purchases herein authorized must be payable pursuant to this Resolution.

SECTION 6. This Resolution shall take effect upon its passage.

To the Board of Mayor and Aldermen of the City of Manchester:

The Committee on Community Improvement respectfully recommends, after due and careful consideration, that the summary of abatement requests submitted by Fred McNeil, Chief Engineer, be approved.

(Unanimous vote with the exception of Alderman Roy who was absent)

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Matthew Normand". The signature is fluid and cursive, with a long horizontal stroke at the end.

Clerk of Committee

Kevin A. Sheppard, P.E.
Public Works Director

Timothy J. Clougherty
Deputy Public Works Director

Frederick J. McNeill, P.E.
Chief Engineer



Commission
Patrick Robinson, Chair
James Burkush
Trixie Dysart
Armand Forest
Kathy Sullivan

CITY OF MANCHESTER
Department of Public Works
Environmental Protection Division

Memo

Date: 6/21/2021 21-092
To: CIP Committee
Cc: Lisa Hynes – EPD
Matthew Normand – City Clerks Office
From: Frederick McNeill
RE: EPD Abatement Requests

The attached tables summarize the 15 sewer abatements reviewed by the Highway Commission on June 14, 2021.

Backup documentation for these sewer abatement requests is on file with the City Clerk's office. The electronic version of this request will be forwarded to you as well as the City Clerk's office.

Please let me know if you need any additional information.

Summary of Abatement Requests
June 11, 2021 to Highway Commission
June 21, 2021 to CIP/City Clerk

Number	Customer Acct #	Customer	Property Address	Abatement Request Rec'd	Request Reason	EPD Recommendation	Justification	Abatement Amount	Highway Recommendation
1	92021-67720	State of NH Dept. of Youth	1056 River Rd	01/04/21	Boiler house/water turn off	Grant	above 250% threshold - 476%	20,663.64	Grant
2	190683-17074	Estrella	605 Clay St	10/15/20	toilet leak	Grant	above 250% threshold - 460%	1,364.58	Grant
3	182913-213776	Maow	79 roseanne Lane	12/01/20	toilet leak	Grant	above 250% threshold - 1024%	1,501.76	Grant
4	19547-3038	Liu	302 Laurel St	12/14/20	toilet leak	Deny	below 250% threshold - 240%	0.00	Deny
5	139943-19966	EH Family Properties	253 Wilson St	01/14/21	toilet leak	Deny	below 250% threshold - 170%	0.00	Deny
6	193487-39936	Ragnarson	436 Granite St	01/29/21	hot water tank failure	Grant	above 250% threshold - 499%	1,050.51	Grant
7	132327-8428	Collins	337 Wilson St	02/09/21	running toilet	Grant	above 250% threshold - 388%	2,119.07	Grant
8	186415-20336	Bunle Inc	645 Rimmon St	03/11/21	running toilet	Deny	above 250% threshold - 294%	880.84	Deny
9	144993-17686	223 S Willow St LLC	223 S Willow St	03/18/21	toilet leak	Grant	above 250% threshold - 199%	0.00	Deny
10	189073-21624	Larochelle	121 S Hall St	03/26/21	plumbing leaks	Grant	above 250% threshold - 317%	195.00	Grant
11	130389-20474	Choquette	704 Montgomery St	03/29/21	toilet leak	Deny	below 250% threshold - 166%	0.00	Deny
12	132961-10250	Balon Jr	15 Merrill Ist	03/31/21	toilet leak	Grant	above 250% threshold - 1800%	382.50	Grant
13	14869-9902	Wadleigh, Starr & Peters	95 Market St	04/01/21	toilet leak	Grant	above 250% threshold - 368%	299.63	Grant
14	92285-67852	Kantor / DBA Chill Spa	1224 Hanover St	07/13/21	toilet leak	Grant	above 250% threshold - 314%	339.34	Grant
15	175879-1720	Kovalsky	352 Cedar St	04/20/21	broken fill valve	Grant	above 250% threshold - 578%	1,277.94	Grant

Total Abatements \$30,074.81

CITY OF MANCHESTER
HIGHWAY DEPARTMENT
ENVIRONMENTAL PROTECTION DIVISION
Sewer Abatement Investigation and Recommendation

Date Received: 1/4/2021

Customer Name: State of NH Dept of Youth Account #: 92021-67720

Property Address: 1056 River Rd

Reason for Request: Boiler house/water turn off

Service Dates: 11/12/19-2/10/20-5/11/20-8/10/20-11/10/20 Bill Date: 3/18/20-6/17/20-9/16/20-12/16/20

Consumption: 7246 ccf % Increase from Average: 476%

Average Consumption: 1,522 ccf Based on: 5 year average

Difference: 5724 ccf

Due to the unusually large abatement request, over \$20,000, EPD performed additional investigations. This abatement request is from the State of New Hampshire's Department of Youth Services for their facility at 1056 River Road. This facility has a large, aging, and failing steam plant that provides heat and hot water. After repairs to the steam plant last year, a valve to the city's water system was left on by accident. This is what drove the water usage, and the consequent sewer bill, so high. DOYS has provided sufficient backup material to confirm this water did not enter the sewer system and therefore this abatement is

Other Comments: recommended for approval.

EPD
Recommendation: Grant- Abatement exceeds the 250% threshold

Approved TSM
[Signature]

Abatement Total: 5724 ccf at \$ 3.61 \$ 20,663.64

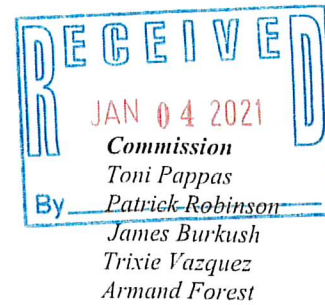
Highway
Recommendation: Approved

Date: 6-14-21 24.4

Kevin A. Sheppard, P.E.
Public Works Director

Timothy J. Clougherty
Deputy Public Works Director

Frederick J. McNeill, P.E.
Chief Engineer



CITY OF MANCHESTER
Sewer Fee Abatement Request Form

Name: State of NH Dept of Youth Ser - Act Pay

Address: 1054 N River Road
Manchester (City) NH (State) 03104-1958 (Unit)
(Zip)

Phone Number: (603) 271-0836

Customer Account Number: 92021-67720

Address of Property for which Abatement is Requested:

1054 N River Road
Manchester (City) NH (State) 03104-1958 (Unit)
(Zip)

Billing Period: 8-10-2020 to 8-11-10-2020

Amount of Abatement Request: \$ 21,519.21

Reason for Abatement Request: The boiler house leaks from the condensate tank the house was not used from 5/1/2020 to 8/10/2020.

If abatement request is due to an "extraordinary event" such as a hot water tank failure or a water pipe bursting, please state where the water accumulated (basement, outside, bathroom, etc.) and ultimately where it discharged. If it was in a basement, please indicate if the floor is dirt or concrete.

See Attachments

If abatement request is due to a leaking irrigation system, state if a sewer deduct meter is in place.

Yes X No

Verification that applicant does not have any outstanding debts to the City of Manchester, all work is in compliance with codes/ordinances, and all necessary City permits have been obtained and approved.

Michele Bailey
(Signature)

12-29-2020
(Date)

CITY OF MANCHESTER
HIGHWAY DEPARTMENT
ENVIRONMENTAL PROTECTION DIVISION
Sewer Abatement Investigation and Recommendation

Date Received: 10/15/2020

Customer Name: Estrella Account #: 190683-17074

Property Address: 605 Clay St

Reason for Request: toilet leak

Service Dates: 3/10/20-6/8/20-9/8/20 Bill Date: 4/22/20 & 10/21/20

Consumption: 483 ccf % Increase from Average: 460%

Average Consumption: 105 ccf Based on: used last 4 quarters
Limited history

Difference: 378 ccf

Other Comments: New owner with no consumption history, waited for one year's worth of subsequent consumption readings to use for comparison history

EPD
Recommendation: Grant- Abatement exceeds the 250% threshold

Approved Jm

Abatement Total: 378 ccf at \$ 3.61 \$ 1,364.58

Highway
Recommendation: Approved

Date: 6-14-21

Kevin A. Sheppard, P.E.
Public Works Director

Timothy J. Clougherty
Deputy Public Works Director

Frederick J. McNeill, P.E.
Chief Engineer



Commission
Toni Pappas
Patrick Robinson
James Burkush
Trixie Vazquez
Armand Forest

CITY OF MANCHESTER
Sewer Fee Abatement Request Form

Name: Adriam Estrella
Address: 605 Clay Street
(Street) Manchester (City) N.H. (State) 03103-4507 (Unit) (Zip)
Phone Number: 603-470-0129
Customer Account Number: 190683-17074

Address of Property for which Abatement is Requested:
605 Clay Street
(Street) Manchester (City) NH (State) 03103-4507 (Unit) (Zip)

Billing Period: 3-10-20 6-8-20 - 9-8-20
Amount of Abatement Request: 812.25
Reason for Abatement Request: Toilet leak

If abatement request is due to an "extraordinary event" such as a hot water tank failure or a water pipe bursting, please state where the water accumulated (basement, outside, bathroom, etc.) and ultimately where it discharged. If it was in a basement, please indicate if the floor is dirt or concrete.

If abatement request is due to a leaking irrigation system, state if a sewer deduct meter is in place.

☐ Yes ☒ No

Verification that applicant does not have any outstanding debts to the City of Manchester, all work is in compliance with codes/ordinances, and all necessary City permits have been obtained and approved.

X [Signature]
(Signature)

X 15-10-20
(Date)

CITY OF MANCHESTER
HIGHWAY DEPARTMENT
ENVIRONMENTAL PROTECTION DIVISION
Sewer Abatement Investigation and Recommendation

Date Received: 12/1/2020

Customer Name: Maow

Account #: 182913-213776

Property Address: 79 Roseanne Lane

Reason for
Request: leak in toilet tank

Service Dates: 6/23/20-9/21/20-12/21/20

Bill Date: 11/4/20 & 2/3/21

Consumption: 461 ccf

% Increase
from Average: 1024%

Average
Consumption: 45 ccf

Based on: used some of prior owners
consumption
Limited hitsory

Difference: 416 ccf

Other Comments: _____

EPD
Recommendation: Grant- Abatement exceeds the 250% threshold

Approved Jm

Abatement Total: 416 ccf at \$ 3.61 \$ 1,501.76

Highway
Recommendation: Approved

Date: 10-14-21

Kevin A. Sheppard, P.E.
Public Works Director

Timothy J. Clougherty
Deputy Public Works Director

Frederick J. McNeill, P.E.
Chief Engineer



Rec'd
12-1-20
email

Commission
Toni Pappas
Patrick Robinson
James Burkush
Trixie Vazquez
Armand Forest

CITY OF MANCHESTER

Sewer Fee Abatement Request Form

Name: Abdikadir Maow (spouse) -> Asli Yussuf

Address: 79 Roseanne Lane

Manchester (Street) 03103 (Unit)

Manchester (City) New Hampshire (State) 03103 (Zip)

Phone Number: (603)-232-0081

Customer Account Number: 194601-45300

Address of Property for which Abatement is Requested:

79 Roseanne Lane

Manchester (Street) 03103 (Unit)

Manchester (City) New Hampshire (State) 03103 (Zip)

Billing Period: 12/4/20 6-23-20-9-21-20

Amount of Abatement Request: 5.31

Reason for Abatement Request: A Leak in toilet tank

If abatement request is due to an "extraordinary event" such as a hot water tank failure or a water pipe bursting, please state where the water accumulated (basement, outside, bathroom, etc.) and ultimately where it discharged. If it was in a basement, please indicate if the floor is dirt or concrete.

The water accumulation has occurred in the bathroom. The one in the one in the basement

If abatement request is due to a leaking irrigation system, state if a sewer deduct meter is in place.

Yes ✓ No

Verification that applicant does not have any outstanding debts to the City of Manchester, all work is in compliance with codes/ordinances, and all necessary City permits have been obtained and approved.

(Signature) Abdikadir Maow

11/20/20 (Date)

CITY OF MANCHESTER
HIGHWAY DEPARTMENT
ENVIRONMENTAL PROTECTION DIVISION
Sewer Abatement Investigation and Recommendation

Date Received: 12/17/2020

Customer Name: Elsa Liu Account #: 19547-3038

Property Address: 302 Laurel St

Reason for Request: toilet leak

Service Dates: 6/23/20-9/21/20 Bill Date: 11/4/2020

Consumption: 173 ccf % Increase from Average: 240%

Average Consumption: 72 ccf Based on: used some of prior owners consumption
Limited history


Difference: 101 ccf

Other Comments: catchup reading - prior 2 quarters were estimated

EPD
Recommendation: Deny- Abatement does not exceed the 250% threshold

Deny Fm

Abatement Total: 0 ccf at \$ 3.61 \$ -

Highway
Recommendation:  Date: 12-14-21

Kevin A. Sheppard, P.E.
Public Works Director

Timothy J. Clougherty
Deputy Public Works Director

Frederick J. McNeill, P.E.
Chief Engineer



Commission
Toni Pappas
Patrick Robinson
James Burkush
Trixie Vazquez
Armand Forest

CITY OF MANCHESTER

Sewer Fee Abatement Request Form

Name: Elsa Liu

Address: PO Box 458
Pelham (Street) NH (City) 03076 (Unit) (Zip)

Phone Number: 617-756-5109

Customer Account Number: 193547-3038

Address of Property for which Abatement is Requested:

302 Laurel St
Manchester (Street) NH (City) 03103 (Unit) (Zip)

Billing Period: 11/20/2020 (6/23/20~9/21/20)

Amount of Abatement Request: _____

Reason for Abatement Request: Toilet leak, city inspector visit, first floor tenant said that the toilet runs. Re-installed the toilet use parts bought earlier in July.

If abatement request is due to an "extraordinary event" such as a hot water tank failure or a water pipe bursting, please state where the water accumulated (basement, outside, bathroom, etc.) and ultimately where it discharged. If it was in a basement, please indicate if the floor is dirt or concrete.

If abatement request is due to a leaking irrigation system, state if a sewer deduct meter is in place.

____ Yes ____ No

Verification that applicant does not have any outstanding debts to the City of Manchester, all work is in compliance with codes/ordinances, and all necessary City permits have been obtained and approved.

[Signature]
(Signature)

12/17/2020
(Date)

CITY OF MANCHESTER
HIGHWAY DEPARTMENT
ENVIRONMENTAL PROTECTION DIVISION
Sewer Abatement Investigation and Recommendation

Date Received: 1/14/2021

Customer Name: EH Family Properties, LLC

Account #: 139943-19966

Property Address: 253 Wilson St.

Reason for
Request: toilet leak

Service Dates: 9/8/20-12/7/20

Bill Date: 1/27/2021

Consumption: 119 ccf

% Increase
from Average: 170%

Average
Consumption: 70 ccf

Based on: used some of prior owners
consumption
Limited hitsory

Difference: 49 ccf

Other Comments: _____

EPD
Recommendation: Deny- Abatement does not exceed the 250% threshold

Deny FM

Abatement Total: ccf at \$ 3.61 \$ -

Highway
Recommendation: *Deny*

Date: 6-14-21

Kevin A. Sheppard, P.E.

Public Works Director

Timothy J. Clougherty

Deputy Public Works Director

Frederick J. McNeill, P.E.

Chief Engineer



Commission

Toni Pappas

Patrick Robinson

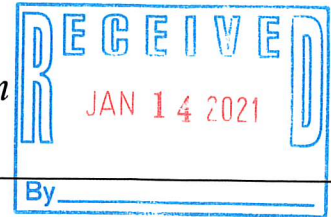
James Burkush

Trixie Vazquez

Armand Forest

CITY OF MANCHESTER

Sewer Fee Abatement Request Form



Name:

WOM Properties, LLC
Dubai Night Club and Grill

Address:

253 Wilson St

(Street)

Manchester

(City)

NH

(State)

03103

(Unit)

(Zip)

Phone Number:

603-260-8020

Customer Account Number:

19966

195423-19966

Address of Property for which Abatement is Requested:

253 Wilson St

(Street)

Manchester

(City)

NH

(State)

03103

(Unit)

(Zip)

Billing Period:

9/8/20 - 12/7/20

Amount of Abatement Request:

\$738.65

Reason for Abatement Request:

Toilet leak. when we went in the morning, we found a lot of water.

If abatement request is due to an "extraordinary event" such as a hot water tank failure or a water pipe bursting, please state where the water accumulated (basement, outside, bathroom, etc.) and ultimately where it discharged. If it was in a basement, please indicate if the floor is dirt or concrete.

We clean everything but the floor is ceramics.
the landlord fixed it and we need to pay him.
I will send you a copy of the bill.

If abatement request is due to a leaking irrigation system, state if a sewer deduct meter is in place.

☒ Yes ☐ No

Verification that applicant does not have any outstanding debts to the City of Manchester, all work is in compliance with codes/ordinances, and all necessary City permits have been obtained and approved.

Alex Rodriguez
(Signature)

12/29/20
(Date)

Kevin A. Sheppard, P.E.
Public Works Director

Timothy J. Clougherty
Deputy Public Works Director

Frederick J. McNeill, P.E.
Chief Engineer



Commission
Raymond Hebert
Harold Sullivan
Robert R. Rivard
Rick Rothwell
Bill Skouteris

Guid

1-29-21

CITY OF MANCHESTER

Sewer Fee Abatement Request Form

Name: 436 Granite St, LLC

Address: PO Box 897

Manchester (City) NH (State) 03101 (Unit/Zip)

Phone Number: 603-965-2131

Customer Account Number: 193487-39936

Address of Property for which Abatement is Requested:

436 Granite St (Street)
Manchester (City) NH (State) 03102 (Unit/Zip)

Billing Period: 7/13/20 to 10/13/20

Amount of Abatement Request: \$1,245.45

Reason for Abatement Request: Hot water tank destroyed & spewed water all over basement for an undetermined amount of time.

If abatement request is due to an "extraordinary event" such as a hot water tank failure or a water pipe bursting, please state where the water accumulated (basement, outside, bathroom, etc.) and ultimately where it discharged. If it was in a basement, please indicate if the floor is dirt or concrete.

The water accumulated in basement & discharged through dirt floor.

If abatement request is due to a leaking irrigation system, state if a sewer deduct meter is in place.

☐ Yes ☒ No

Verification that applicant does not have any outstanding debts to the City of Manchester, all work is in compliance with codes/ordinances, and all necessary City permits have been obtained and approved.

Pryor
(Signature)

1/28/2021
(Date)

CITY OF MANCHESTER
HIGHWAY DEPARTMENT
ENVIRONMENTAL PROTECTION DIVISION
Sewer Abatement Investigation and Recommendation

Date Received: 1/29/2021

Customer Name: Ragnarson C/O Blue Door Living LLC

Account #: 193487-39936

Property Address: 436 Granite St.

Reason for
Request: Hot Water Tank

Service Dates: 7/13/20-10/13/20

Bill Date: 11/23/2020

Consumption: 364 ccf

% Increase
from Average: 499%

Average
Consumption: 73 ccf

Based on: used some of prior owners
consumption
Limited hitsory

Difference: 291 ccf

Other Comments: _____

EPD
Recommendation: Grant- Abatement exceeds the 250% threshold

Approved Jm

Abatement Total: 291 ccf at \$ 3.61 \$ 1,050.51

Highway
Recommendation: Approved

Date: 6-14-21

CITY OF MANCHESTER
HIGHWAY DEPARTMENT
ENVIRONMENTAL PROTECTION DIVISION
Sewer Abatement Investigation and Recommendation

Date Received: 2/9/2021

Customer Name: Collins

Account #: 132327-8428

Property Address: 337 Wilson St.

Reason for
Request: toilet running

Service Dates: 6/15/20-9/14/20
9/14/20-12/14/20

Bill Date: 10/28/2020
1/27/2021

Consumption: 791 ccf

% Increase
from Average: 388%

Average
Consumption: 204 ccf

Based on: 5 year average

Difference: 587 ccf

Other Comments: _____

EPD
Recommendation: Grant - Abatement exceeds the 250% threshold.

Grant Jm

Abatement Total: 587 ccf at \$ 3.61 \$ 2,119.07

Highway
Recommendation: Grant

Date: 6-14-21

Kevin A. Sheppard, P.E.
Public Works Director

Timothy J. Clougherty
Deputy Public Works Director

Frederick J. McNeill, P.E.
Chief Engineer



Commission
Raymond Hebert
Harold Sullivan
Robert R. Rivard
Rick Rothwell
Bill Skouteris

CITY OF MANCHESTER

Sewer Fee Abatement Request Form

Name: Kim L Collins

Address: 82 Shore Dr.

Salem (City) NH (State) 03079 (Unit)

Phone Number: 603 486-4980

Customer Account Number: 132327-8428

Address of Property for which Abatement is Requested:

337 Wilson St

Manchester (City) NH (State) 03103 (Zip)

Billing Period: 9/14/20 - 12-14-2020

Amount of Abatement Request: \$ 1747.88 Base on 3-20-20-6-15-20

Reason for Abatement Request: Leak during Beginning of the year and laundry hose leak. No one report to me of the issues pandemic issue no one report the Damage to Repair

If abatement request is due to an "extraordinary event" such as a hot water tank failure or a water pipe bursting, please state where the water accumulated (basement, outside, bathroom, etc.) and ultimately where it discharged. If it was in a basement, please indicate if the floor is dirt or concrete.

If abatement request is due to a leaking irrigation system, state if a sewer deduct meter is in place.

Yes ☒ No

Verification that applicant does not have any outstanding debts to the City of Manchester, all work is in compliance with codes/ordinances, and all necessary City permits have been obtained and approved.

Kim L Collins
(Signature)

2-8-2021
(Date)

2/8/2021
To: City of Manchester
Manchester Water Works
Sewer Fee Abatement Request

From Kim L. Collins
82 Shore Dr.
Salem, NH. 03079
Service At: 337 Wilson St.
Manchester, NH. 03103
Account # 132327-8428

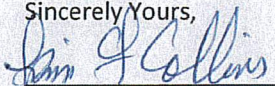
To whom it may concern,

Dear Sir or Madam, I'm writing this letter to asking you please help me with this matter, I brought this property 20 years ago with lot of dream and effort that now I'm 67 years of ages I can have pension and retired, but never I would face this Pandemic and hardship like I'm this year. Because of Pandemics Tenants doesn't have to pay rent to live in the apartments and CDC said you can't Eviction any one and if water running and toilets leaking and laundry leaking and running they do not care to let me know about it cause it not their expense. Last Water Quarter which is period of 6/15/2020 to 9/14/2020 my average water bill meter running from 83 to 96-137-111-92 up to 127 but now last quarter it's 328 now it's 463? It's insane, as you looking histories within last year? And for the last 20 years it's never higher than 137 or higher than 164!!

Please I'm enclosed a 2 bill period of 6/15/2020 to 9/14/2020 and 9/14/2020-12/14/2020 I'm request for Abatements for these dates above. The 1st one is \$1775.02 and 2nd one is \$2477.29 the total of 2 quarters is \$4252.31 with those bills is should be a one year a haft instead of 2 quarters.

I don't know what to asking of you but please valuation of my past history and please help me out the best you can do. I'm greatly appreciated you and all your help. Thank you in advance for everything that you can do to help me out. God bless you and stay safe.

Sincerely Yours,

 2/8/2021

Kim L. Collins

CITY OF MANCHESTER
HIGHWAY DEPARTMENT
ENVIRONMENTAL PROTECTION DIVISION
Sewer Abatement Investigation and Recommendation

Date Received: 3/11/2021

Customer Name: Bunie Inc. Account #: 186415-20336

Property Address: 645 Rimmon ST

Reason for Request: running toilet

Service Dates: 10/13/20-1/11/21 Bill Date: 2/24/2021

Consumption: 370 ccf % Increase from Average: 294%

Average Consumption: 126 ccf Based on: used last 10 quarters
Limited hitsory

Difference: 244 ccf

Other Comments: _____

EPD
Recommendation: Grant - Abatement exceeds the 250% threshold

Approve Jm

Abatement Total: 244 ccf at \$ 3.61 \$ 880.84

Highway
Recommendation: Approved Date: 6-14-21

Kevin A. Sheppard, P.E.
Public Works Director

Timothy J. Clougherty
Deputy Public Works Director

Frederick J. McNeill, P.E.
Chief Engineer



Commission
Raymond Hebert
Harold Sullivan
Robert R. Rivard
Rick Rothwell
Bill Skouteris

CITY OF MANCHESTER
Sewer Fee Abatement Request Form

Name: MIKE BUNIE INC
Address: 112 Pearl St. 1R
(Street) (Unit)
Manchester NH 03101
(City) (State) (Zip)
Phone Number: 759-6199

Customer Account Number: 186415-20336 (MWW ACCT. #)
Address of Property for which Abatement is Requested: 645 Rimmer St. (6 unit Apt Building) N/A
(Street) (Unit)
Manchester NH 03102
(City) (State) (Zip)

Billing Period: 7/13/20 to 1/11/21 (2 billing cycles totalling \$3746.68)
Amount of Abatement Request: as much as allowed
Reason for Abatement Request: a tenant had a faulty toilet that was running full blast constantly & never informed me.

If abatement request is due to an "extraordinary event" such as a hot water tank failure or a water pipe bursting, please state where the water accumulated (basement, outside, bathroom, etc.) and ultimately where it discharged. If it was in a basement, please indicate if the floor is dirt or concrete.

toilet was constantly filling for several months, so water wasted went down toilet (literally)!! It has since been repaired of course (end of NOV '20)

If abatement request is due to a leaking irrigation system, state if a sewer deduct meter is in place.

☐ Yes ☒ No

Verification that applicant does not have any outstanding debts to the City of Manchester, all work is in compliance with codes/ordinances, and all necessary City permits have been obtained and approved.

[Signature]
(Signature)

3/1/21
(Date)

CITY OF MANCHESTER
HIGHWAY DEPARTMENT
ENVIRONMENTAL PROTECTION DIVISION
Sewer Abatement Investigation and Recommendation

Date Received: 3/18/2021

Customer Name: 223 South Willow St. LLC Account #: 144993-17686

Property Address: 223 S. Willow St.

Reason for Request: toilet leak

Service Dates: 11/24/20-2/24/52 Bill Date: 4/7/2021

Consumption: 407 ccf % Increase from Average: 199%

Average Consumption: 205 ccf Based on: 5 year average

Difference: 202 ccf

Other Comments: _____

EPD
Recommendation: Deny- Abatement does not exceed the 250% threshold

_____ *Deny Jm*

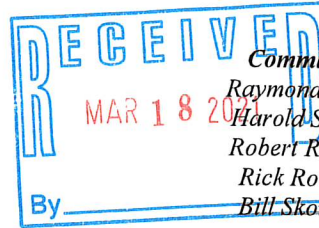
Abatement Total: _____ ccf at \$ 3.75 \$ _____ -

Highway
Recommendation: *Deny* Date: 12-14-21

Kevin A. Sheppard, P.E.
Public Works Director

Timothy J. Clougherty
Deputy Public Works Director

Frederick J. McNeill, P.E.
Chief Engineer



Commission
Raymond Hebert
Harold Sullivan
Robert R. Rivard
Rick Rothwell
Bill Skouteris

CITY OF MANCHESTER

Sewer Fee Abatement Request Form

Name: 223 South Willow St LLC

Address: 1 Terrace Rd Weston MA. 02493
(Street) (Unit)

Phone Number: 617-997-8617
(City) (State) (Zip)

Customer Account Number: 144993-17686

Address of Property for which Abatement is Requested: 223 South Willow St
(Street) (Unit)

Manchester N.H. 03101
(City) (State) (Zip)

Billing Period: 11/24/20 - 2/24/21

Amount of Abatement Request: \$ 797.81

Reason for Abatement Request: Toilet leak

If abatement request is due to an "extraordinary event" such as a hot water tank failure or a water pipe bursting, please state where the water accumulated (basement, outside, bathroom, etc.) and ultimately where it discharged. If it was in a basement, please indicate if the floor is dirt or concrete.

If abatement request is due to a leaking irrigation system, state if a sewer deduct meter is in place.

☐ Yes ☐ No

Verification that applicant does not have any outstanding debts to the City of Manchester, all work is in compliance with codes/ordinances, and all necessary City permits have been obtained and approved.

Hyun Aook Kim
(Signature)

3/15/21
(Date)

CITY OF MANCHESTER
HIGHWAY DEPARTMENT
ENVIRONMENTAL PROTECTION DIVISION
Sewer Abatement Investigation and Recommendation

Date Received: 3/26/2021

Customer Name: Larochelle

Account #: 189073-21624

Property Address: 121 S Hall St

Reason for
Request: toilet and faucet leaks

Service Dates: 12/1/20-3/2/21

Bill Date: 4/14/2021

Consumption: 76 ccf

% Increase
from Average: 317%

Average
Consumption: 24 ccf

Based on: used 9 quarters
limited history

Difference: 52 ccf

Other Comments: _____

EPD
Recommendation: Grant- Abatement exceeds the 250% threshold

Approved [Signature]

Abatement Total: 52 ccf at \$ 3.75 \$ 195.00

Highway
Recommendation: Approved

Date: 6-14-21

Kevin A. Sheppard, P.E.
Public Works Director

Timothy J. Clougherty
Deputy Public Works Director

Frederick J. McNeill, P.E.
Chief Engineer



Commission
Raymond Hebert
Harold Sullivan
Robert R. Rivard
Rick Rothwell
Bill Skouteris

CITY OF MANCHESTER

Sewer Fee Abatement Request Form

Name: Kerijo Larochelle

Address: 15 Hobbs Rd.
(Street) (Unit)
North Hampton NH 03862
(City) (State) (Zip)

Phone Number: (603) 540-1692

Customer Account Number: 189073 - 21624

Address of Property for which Abatement is Requested:
121 S. Hall St. I own both units.
(Street) (Unit)
Manchester NH 03103
(City) (State) (Zip)

Billing Period: 12/1/20 to 3/2/21

Amount of Abatement Request: 227.43 - 21624

Reason for Abatement Request: toilet and faucet were running and leaking in upstairs unit.

If abatement request is due to an "extraordinary event" such as a hot water tank failure or a water pipe bursting, please state where the water accumulated (basement, outside, bathroom, etc.) and ultimately where it discharged. If it was in a basement, please indicate if the floor is dirt or concrete.

hot water tank also rusted through and water accumulated in basement which is concrete.

If abatement request is due to a leaking irrigation system, state if a sewer deduct meter is in place.

☐ Yes ☒ No

Verification that applicant does not have any outstanding debts to the City of Manchester, all work is in compliance with codes/ordinances, and all necessary City permits have been obtained and approved.

Kerijo Larochelle
(Signature)

3/16/21
(Date)

CITY OF MANCHESTER
HIGHWAY DEPARTMENT
ENVIRONMENTAL PROTECTION DIVISION
Sewer Abatement Investigation and Recommendation

Date Received: 3/29/2021

Customer Name: Choquette Account #: 130389-20474

Property Address: 704 Montgomery St.

Reason for Request: Toilet leak/running

Service Dates: 10/13/20-1/11/21 Bill Date: 2/24/2021

Consumption: 103 ccf % Increase from Average: 166%

Average Consumption: 62 ccf Based on: 5 year average

Difference: 41 ccf

Other Comments: _____

EPD
Recommendation: Deny- Abatement does not exceed the 250% threshold

_____ *Deny Jm*

Abatement Total: _____ ccf at \$ 3.61 \$ -

Highway
Recommendation: *Deny* Date: 10-14-21

Kevin A. Sheppard, P.E.
Public Works Director

Timothy J. Clougherty
Deputy Public Works Director

Frederick J. McNeill, P.E.
Chief Engineer



Commission
Raymond Hebert
Harold Sullivan
Robert R. Rivard
Rick Rothwell
Bill Skouteris

CITY OF MANCHESTER
Sewer Fee Abatement Request Form



Name: MICHAEL CHOQUETTE

Address: 77 MAST RD
(Street)
GOFFSTOWN NH (Unit)
(City) (State) 03045 (Zip)

Phone Number: 603/315-0665

Customer Account Number: 130389-20474

Address of Property for which Abatement is Requested:
704 MONTGOMERY ST
(Street)
MANCHESTER NH (Unit)
(City) (State) 03102 (Zip)

Billing Period: 10/13/20 - 1/11/21

Amount of Abatement Request: \$249.09

Reason for Abatement Request: toilet leak/constantly running

If abatement request is due to an "extraordinary event" such as a hot water tank failure or a water pipe bursting, please state where the water accumulated (basement, outside, bathroom, etc.) and ultimately where it discharged. If it was in a basement, please indicate if the floor is dirt or concrete.

If abatement request is due to a leaking irrigation system, state if a sewer deduct meter is in place.

☐ Yes ☒ No

Verification that applicant does not have any outstanding debts to the City of Manchester, all work is in compliance with codes/ordinances, and all necessary City permits have been obtained and approved.

Michael Choquette
(Signature)

3/22/2021
(Date)

CITY OF MANCHESTER
HIGHWAY DEPARTMENT
ENVIRONMENTAL PROTECTION DIVISION
Sewer Abatement Investigation and Recommendation

Date Received: 3/31/2021

Customer Name: Balon Jr.

Account #: 132961-10250

Property Address: 15 Merrill St

Reason for
Request: leaking toilet

Service Dates: 11/24/20-2/24/21

Bill Date: 4/7/2021

Consumption: 108 ccf

% Increase
from Average: 1800%

Average
Consumption: 6 ccf

Based on: 5 year average

Difference: 102 ccf

Other Comments: _____

EPD
Recommendation: Grant- Abatement exceeds the 250% threshold

Approved Jfm

Abatement Total: 102 ccf at \$ 3.75 \$ 382.50

Highway
Recommendation: Approved

Date: 6-14-21

Kevin A. Sheppard, P.E.
Public Works Director

Timothy J. Clougherty
Deputy Public Works Director

Frederick J. McNeill, P.E.
Chief Engineer



Commission
Raymond Hebert
Harold Sullivan
Robert R. Rivard
Rick Rothwell
Bill Skouteris

CITY OF MANCHESTER

Sewer Fee Abatement Request Form



Name: Thomas Balon Jr.

Address: 233 Vaughan St. #301

Portsmouth (Street)

NH 03801

(Unit)

Phone Number: 617.901.7993 cell

(State)

(Zip)

Customer Account Number: 132961-101250

Address of Property for which Abatement is Requested: 15 Merrill St.

Manchester (Street)

NH 03103

(Unit)

(City)

(State)

(Zip)

Billing Period: Q1 2021

Amount of Abatement Request: \$200

Reason for Abatement Request: Toilet Flapper Damaged by City Water ?

If abate
bursting
ultimate

account # 132961-10250

it" such
baseme
it, pleas

Takes 5 to 7 months
for approval.

Billing Period

11-24-20 - 2-24-21

amount 348.75

Please send paper
work to the
Environmental
Protection

If abate

Any receipts from
repair send with
paperwork

tem, ste

Email on bottom
of sheet

Verifica
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ary City

(Signature)

(Date)

CITY OF MANCHESTER
HIGHWAY DEPARTMENT
ENVIRONMENTAL PROTECTION DIVISION
Sewer Abatement Investigation and Recommendation

Date Received: 4/1/2021

Customer Name: Wadleigh, Starr & Peters Account #: 14869-9902

Property Address: 95 Market St

Reason for Request: leaking toilet

Service Dates: 11/2/20-2/01/21 Bill Date: 3/10/2021

Consumption: 114 ccf % Increase from Average: 368%

Average Consumption: 31 ccf Based on: 5 year average

Difference: 83 ccf

Other Comments: _____

EPD
Recommendation: Grant- Abatement exceeds the 250% threshold

Approved Jm

Abatement Total: 83 ccf at \$ 3.61 \$ 299.63

Highway
Recommendation: Approved Date: 10-14-21

Kevin A. Sheppard, P.E.
Public Works Director

Timothy J. Clougherty
Deputy Public Works Director

Frederick J. McNeill, P.E.
Chief Engineer



Commission
Raymond Hebert
Harold Sullivan
Robert R. Rivard
Rick Rothwell
Bill Skouteris

CITY OF MANCHESTER

Sewer Fee Abatement Request Form

Name: Wadleigh, Starr & Peters

Address: 95 Market Street
Manchester (City) NH (State) 03101 (Unit)

Phone Number: 603-669-4140 (Zip)

Customer Account Number: 14869-9902

Address of Property for which Abatement is Requested:
95 Market St.
Manchester (City) NH (State) 03101 (Unit)

Billing Period: 11-2-21 - 2-1-21

Amount of Abatement Request: \$ 303.24

Reason for Abatement Request: Toilet leak

If abatement request is due to an "extraordinary event" such as a hot water tank failure or a water pipe bursting, please state where the water accumulated (basement, outside, bathroom, etc.) and ultimately where it discharged. If it was in a basement, please indicate if the floor is dirt or concrete.

If abatement request is due to a leaking irrigation system, state if a sewer deduct meter is in place.

☐ Yes ☐ No

Verification that applicant does not have any outstanding debts to the City of Manchester, all work is in compliance with codes/ordinances, and all necessary City permits have been obtained and approved.

[Signature]
(Signature)

04/01/2021
(Date)

CITY OF MANCHESTER
HIGHWAY DEPARTMENT
ENVIRONMENTAL PROTECTION DIVISION
Sewer Abatement Investigation and Recommendation

Date Received: 4/13/2021

Customer Name: Kantor/DBA Chill Spa

Account #: 92285-67852

Property Address: 1224 Hanover St.

Reason for
Request: leaking toilet

Service Dates: 11/2/20-2/01/21

Bill Date: 3/10/2021

Consumption: 138 ccf

% Increase
from Average: 314%

Average
Consumption: 44 ccf

Based on: 5 year average

Difference: 94 ccf

Other Comments: _____

EPD
Recommendation: Grant- Abatement exceeds the 250% threshold

Approved Jm

Abatement Total: 94 ccf at \$ 3.61 \$ 339.34

Highway
Recommendation: Approved

Date: 6-14-21

Kevin A. Sheppard, P.E.
Public Works Director

Timothy J. Clougherty
Deputy Public Works Director

Frederick J. McNeill, P.E.
Chief Engineer



Commission
Raymond Hebert
Harold Sullivan
Robert R. Rivard
Rick Rothwell
Bill Skouteris

CITY OF MANCHESTER

Sewer Fee Abatement Request Form

Name: Crissy Hunter C/O Chill Spa

Address: 1224 Hanover St.

Manchester (Street) NH (Unit) 03104
(City) (State) (Zip)

Phone Number: (603) 622-3722

Customer Account Number: 92285-67852

Address of Property for which Abatement is Requested:

1224 Hanover St.
Manchester (Street) NH (Unit) 03104
(City) (State) (Zip)

Billing Period: 11/02/20 - 2/10/21

Amount of Abatement Request: \$339.34

Reason for Abatement Request: The toilet leak - we fixed leak ourselves

If abatement request is due to an "extraordinary event" such as a hot water tank failure or a water pipe bursting, please state where the water accumulated (basement, outside, bathroom, etc.) and ultimately where it discharged. If it was in a basement, please indicate if the floor is dirt or concrete.

N/A

If abatement request is due to a leaking irrigation system, state if a sewer deduct meter is in place.

 Yes ✓ No

Verification that applicant does not have any outstanding debts to the City of Manchester, all work is in compliance with codes/ordinances, and all necessary City permits have been obtained and approved.

[Signature]
(Signature)

3/19/21
(Date)

CITY OF MANCHESTER
HIGHWAY DEPARTMENT
ENVIRONMENTAL PROTECTION DIVISION
Sewer Abatement Investigation and Recommendation

Date Received: 4/20/2021

Customer Name: Kovalsky

Account #: 175879-1720

Property Address: 352 Cedar St

Reason for
Request: Broken Fill Valve

Service Dates: 9/14/20-12/14/20

Bill Date: 1/27/2021

Consumption: 428 ccf

% Increase
from Average: 578%

Average
Consumption: 74 ccf

Based on: 5 year average

Difference: 354 ccf

Other Comments: _____

EPD
Recommendation: Grant- Abatement exceeds the 250% threshold

Approved Jm

Abatement Total: 354 ccf at \$ 3.61 \$ 1,277.94

Highway
Recommendation: Approved

Date: 6-14-21

Kevin A. Sheppard, P.E.
Public Works Director

Timothy J. Clougherty
Deputy Public Works Director

Frederick J. McNeill, P.E.
Chief Engineer



Commission
Raymond Hebert
Harold Sullivan
Robert R. Rivaud
Rick Rothwell
Bill Skoutelis

CITY OF MANCHESTER
Sewer Fee Abatement Request Form

Name: Monica Koralsky

Address: 27 Cross Rd
(Street)
Amherst (City) NH (State) 03031 (Unit)
(Zip)

Phone Number: 603-493-0416

Customer Account Number: 175879-1720

Address of Property for which Abatement is Requested:
352 Cedar St
(Street)
Manchester (City) NH (State) 03103 (Unit)
(Zip)

Billing Period: 9-14-20 - 12-14-20

Amount of Abatement Request: \$1238.23

Reason for Abatement Request: ~~Broken pipe~~ Broken fill valve

If abatement request is due to an "extraordinary event" such as a hot water tank failure or a water pipe bursting, please state where the water accumulated (basement, outside, bathroom, etc.) and ultimately where it discharged. If it was in a basement, please indicate if the floor is dirt or concrete.

If abatement request is due to a leaking irrigation system, state if a sewer deduct meter is in place.

☐ Yes ☐ No

Verification that applicant does not have any outstanding debts to the City of Manchester, all work is in compliance with codes/ordinances, and all necessary City permits have been obtained and approved.

Monica Koralsky
(Signature)

4/6/21
(Date)

To the Board of Mayor and Aldermen of the City of Manchester:

The Committee on Community Improvement respectfully recommends, after due and careful consideration, that the communication from Leon LaFreniere, Planning & Community Development Director, requesting a change in the administering department from The Way Home to Easter Seals for various CIP projects be approved.

(Unanimous vote with the exception of Alderman Roy who was absent)

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Matthew Normand", with a stylized flourish at the end.

Clerk of Committee



CITY OF MANCHESTER

PLANNING AND COMMUNITY DEVELOPMENT

Planning and Land Use Management
Building Regulations
Community Improvement Program
Zoning Board of Adjustment


Leon L. LaFreniere, AICP
Director

Pamela H. Goucher, AICP
Deputy Director - Planning & Zoning

Michael J. Landry, PE, Esq.
Deputy Director - Building Regulations

MEMORANDUM

To: Alderman Kevin Cavanaugh,
Chairman, CIP Committee

From: Leon L. LaFreniere, AICP 
Director, Planning and Community Development

Date: June 1, 2021

Re: CIP #610521 – The Way Home – Homelessness Prevention & Rapid ReHousing,
CIP #610721 – The Way Home – Tenant Based Rental Assistance, CIP #611221 –
TWH Cares – Change In Administering Department

Easter Seals New Hampshire has contacted this office to inform us that their organization will be assuming control of The Way Home's properties and programming. Easter Seals New Hampshire has indicated that they will continue to maintain City assisted properties and provide programming in accordance with applicable agreements and federal requirements.

As such, we have prepared the appropriate CIP Budget Authorization Forms necessary to reflect this change.

Easter Seals New Hampshire respectfully requests your review of this request, and for a recommendation for approval to the full Board.

CIP BUDGET AUTHORIZATION

CIP#: 610521

Project Year: 2021

CIP Resolution: 6/9/2020

Title: Homelessness Prevention & Rapid ReHousing

Amending Resolution:

Administering Department: Easter Seals New Hampshire /The Way Home

Revision: #1

Project Description:

To assess needs; establish housing assistance plan; provide basic rental housing & budget counseling; assist with housing search & landlord negotiations; inspect apartment; help access needed resources to reduce costs & increase income; coach on action steps.

Federal Grants

Federal Grant: Yes

Environmental

Review Required: Yes

Grant Executed:

Completed: Completed

Critical Events

1.	Project Initiation	7/1/2020
2.	Project Completion	12/31/2021
3.		
4.		
5.		
		12/31/2021

Line Item Budget

	ESG			TOTAL
Salaries and Wages	\$0.00	\$0.00	\$0.00	\$0.00
Fringes	\$0.00	\$0.00	\$0.00	\$0.00
Design/Engineering	\$0.00	\$0.00	\$0.00	\$0.00
Planning	\$0.00	\$0.00	\$0.00	\$0.00
Consultant Fees	\$0.00	\$0.00	\$0.00	\$0.00
Construction Admin	\$0.00	\$0.00	\$0.00	\$0.00
Land Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Overhead	\$0.00	\$0.00	\$0.00	\$0.00
Construction Contracts	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$51,010.00	\$0.00	\$0.00	\$51,010.00
TOTAL	\$51,010.00	\$0.00	\$0.00	\$51,010.00

Revisions:

Revision #1 - Changes Administering Department and extends project to 12/31/2021.

Comments:

Authorization of Entitlement funds is contingent upon HUD grant execution.

CIP BUDGET AUTHORIZATION

CIP#: 610721 Project Year: 2021 CIP Resolution: 6/9/2020
 Title: TWH-Tenant Based Rental Assistance Amending Resolution:
 Administering Department: Easter Seals New Hampshire/The Way Home Revision: #1

Project Description: HOME funds for tenant based rental assistance to help very low income tenants secure and remain in safe, affordable housing. Funds may be used to assist homeless/at-risk homeless families and individuals for housing relocation and stabilization.

Federal Grants

Federal Grant: Yes
 Grant Executed:

Environmental

Review Required: Yes
 Completed: Completed

Critical Events

1. Project Initiation	7/1/2020
2. Project Completion	12/31/2021
3.	
4.	
5.	
	12/31/2021

Line Item Budget

	HOME			TOTAL
Salaries and Wages	\$0.00	\$0.00	\$0.00	\$0.00
Fringes	\$0.00	\$0.00	\$0.00	\$0.00
Design/Engineering	\$0.00	\$0.00	\$0.00	\$0.00
Planning	\$0.00	\$0.00	\$0.00	\$0.00
Consultant Fees	\$0.00	\$0.00	\$0.00	\$0.00
Construction Admin	\$0.00	\$0.00	\$0.00	\$0.00
Land Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Overhead	\$0.00	\$0.00	\$0.00	\$0.00
Construction Contracts	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$50,000.00	\$0.00	\$0.00	\$50,000.00
TOTAL	\$50,000.00	\$0.00	\$0.00	\$50,000.00

Revisions:

Revision #1 - Changes Administering Department and extends project to 12/31/2021.

Comments:

Authorization of Entitlement funds is contingent upon HUD grant execution.

CIP BUDGET AUTHORIZATION

CIP#: 611221 Project Year: 2021 CIP Resolution: 6/9/2020
 Title: TWH Cares Amending Resolution: 8/4/2020
 Administering Department: Easter Seals New Hampshire/The Way Home Revision: #1

Project Description: Cares Act Funding will allow The Way Home to more effectively assist Manchester residents who are either homeless or at-risk of homelessness due to the economic & health impacts of COVID19 by providing security deposits and rental assistance.

Federal Grants Federal Grant: Yes **Environmental** Review Required: Yes
 Grant Executed: Completed: Yes

Critical Events

1. Project Initiation	8/4/2020
2. Project Completion	12/31/2021
3.	
4.	
5.	
	12/31/2021

Line Item Budget

	ESG-CV2			TOTAL
Salaries and Wages	\$0.00	\$0.00	\$0.00	\$0.00
Fringes	\$0.00	\$0.00	\$0.00	\$0.00
Design/Engineering	\$0.00	\$0.00	\$0.00	\$0.00
Planning	\$0.00	\$0.00	\$0.00	\$0.00
Consultant Fees	\$0.00	\$0.00	\$0.00	\$0.00
Construction Admin	\$0.00	\$0.00	\$0.00	\$0.00
Land Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Overhead	\$0.00	\$0.00	\$0.00	\$0.00
Construction Contracts	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$50,000.00	\$0.00	\$0.00	\$50,000.00
TOTAL	\$50,000.00	\$0.00	\$0.00	\$50,000.00

Revisions: Revision #1 - Changes Administering Department and extends project to 12/31/2021.

Comments: \$50,000 of ESG-CV2 transferred from CIP #811421



May 18, 2021

Alderman Kevin Cavanaugh
Committee on Community Improvement
368 Tory Rd
Manchester NH 03104

Alderman Cavanaugh,

As you know, the nonprofit organization, The Way Home, has operated in the City of Manchester since it was established in 1988. The Way Home helps low income families obtain, and sustain, safe affordable housing. In 2019, the Board of The Way Home initiated conversations with Easterseals aimed at bringing The Way Home under the umbrella of Easterseals. In October of 2020, Easterseals entered into a formal agreement with The Way Home to provide financial management services, and began to perform financial due diligence as a prelude to a formal assimilation of The Way Home into the Easterseals organization. Since that process began, The Way Home has sold two properties to private entities, and one to Easterseals. As part of Easterseals' acquisition of the Laurel Street apartments (serving veterans), Easterseals retired the outstanding loan held by the City of Manchester. Easterseals made significant improvements to the Laurel Street property and is continuing to operate it in support of very low-income veterans. In April, the Easterseals' Board of Directors formally approved the acquisition of The Way Home as of July 1st.

First and foremost, Easterseals is committed to assuring that current programs continue to operate successfully and in full compliance with funders' expectations. Secondly, the remaining properties of The Way Home (214 and 224 Spruce Street), will be acquired by Easterseals and will continue to be operated as affordable transitional and permanent housing. Importantly, Easterseals intends to maintain and honor the long-term commitments to affordable housing established through the original funding documents. We have noticed all funders of that intention. The primary funder, New Hampshire Housing Finance Authority has been supportive of Easterseals acquisition of the properties at 214 and 224 Spruce Street.

In order to maintain the programs and services traditionally provided by The Way Home, Easterseals will be establishing staff positions within Easterseals and will shortly be interviewing the existing staff of The Way Home for those positions. We expect to have at least six positions for which current staff of The Way Home will be eligible. Administration and supervision will be folded into existing Easterseals capacity, creating the opportunity for efficiencies necessary for the long-term sustainability of both programs and properties of The Way Home.

Easterseals manages a large portfolio of diverse properties and has an established facilities management group. With a team of 34 maintenance and housekeeping staff, and a full service 24/7 response capability, we believe the residents served in the three properties transferring to Easterseals' ownership will benefit from this new association.

Insofar as Easterseals financial staff have provided financial management services since 2020, we believe we have a very good handle on all aspects of The Way Home's operations and are well positioned for the next step in this process. We believe bringing The Way Home into Easterseals fulfills the original request of The



Way Home's Board of Directors. We also believe this will provide for improved programmatic performance and strengthen the operation of the relevant properties and the services available to veterans, families and individuals who reside in those properties.

Additionally, please let us know what steps need to be taken in order for the below funding to be transferred to Easterseals NH. There will be no change or lapse in the services The Way Home is providing with the funding simply a change to the name of the organization that will be providing them.

Project #:	Project Name:	Award Amount:	Purpose:
610521	ESG Prevention and RRH	\$51,010.00	Prevent homelessness by providing short & medium-term rental assistance & housing stabilization services for at-risk and literally homeless persons.
611221	ESG-CV2 Prevention and RRH	\$50,000.00	Prevent, prepare for, and respond to COVID-19 with Rapid Re-housing and Homeless Prevention Activities, expanded under COVID-19 waivers
610721	HOME TBRA (Tenant Based Rental Assistance)	\$50,000.00	Stabilize housing for low/mod income renters through short & medium-term rental assistance, determined by formula setting the tenant's share of the rent
611619	2018 LHRDG Lead Poisoning Prevention/Intervention Services	\$45,000.00	To reduce exposure of children to possible lead-paint hazards, working with Manchester Planning & Community Development and Health Departments as a community-based partner in the City's Lead Program

We will be more than happy to provide whatever additional information The City of Manchester might require.

Sincerely,

A handwritten signature in blue ink that reads "Elin Treanor".

Elin Treanor
CFO
Easterseals New Hampshire, Inc.

CC: Todd Fleming; Chris Miller

To the Board of Mayor and Aldermen of the City of Manchester:

The Committee on Community Improvement respectfully recommends, after due and careful consideration, that the request from the property owner of 104 Parker Street for subordination of a City lien in the amount of \$37,859 be approved.

(Unanimous vote with the exception of Alderman Roy who was absent)

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Matthew Normand". The signature is fluid and cursive, with a long horizontal stroke at the end.

Clerk of Committee



CITY OF MANCHESTER

PLANNING AND COMMUNITY DEVELOPMENT

Planning and Land Use Management
Building Regulations
Community Improvement Program
Zoning Board of Adjustment


Leon L. LaFreniere, AICP
Director

Pamela H. Goucher, AICP
Deputy Director - Planning & Zoning

Michael J. Landry, PE, Esq.
Deputy Director - Building Regulations

MEMORANDUM

To: Alderman Kevin Cavanaugh,
Chairman, CIP Committee

From: Leon L. LaFreniere, AICP 
Director, Planning and Community Development

Date: June 28, 2021

Re: CIP #610407 Housing Rehab/Lead Hazard Control Program – Mortgage
Subordination – 104 Parker Street (Two Family Home)

Michelle Jones, the owner of 104 Parker Street has contacted this office to request the subordination of a two City liens totaling \$37,859 placed upon the aforementioned property. The lien was placed due to the use of Lead-Based Paint Hazard Reduction Demonstration Grant funds used to pursue lead abatement and renovation at the property.

The requested subordination will allow the owner to acquire a lower rate mortgage on the property thereby reducing operational costs and correspondingly, its economic viability. The owner represents that no cash is being taken out in the refinancing and that the City's security instrument will remain in the same position. As such, it would be consistent with the previous actions of the Committee to recommend this lien subordination.

Respectfully, I request that the Committee make a recommendation to accept or deny the subordination request to the full Board.

June 9, 2021

CIP Committee
One City Hall Plaza
Manchester, NH 03101

RE: 104 Parker Street, Manchester, NH 03102 – Subordination of Loan

Dear CIP Committee Members:

I would like to request that the CIP Committee allow me to subordinate the current mortgages between the City of Manchester and myself, Michelle M. Jones. They can be found in Book 8038, Page 1163 for \$19,834.00 and Book 7995, Page 227 for \$18,025.00.

I would like to be able to refinance the above property to lower my current interest rate and to shorten the term of the loan. No cash is to be taken out.

The recent appraisal of the property was conducted on 5/14/2021 by Jolene Glynn and is reported as \$393,000.00.

My current loan is for \$77,691.00 and the refinance loan amount would be \$79,000.00.

The city of Manchester loans would be moved to 2nd position.

Thank you very much for your consideration in this matter.

Sincerely,

A handwritten signature in cursive script that reads "Michelle M. Jones". The signature is written in dark ink and is positioned above the printed name.

Michelle M. Jones

To the Board of Mayor and Aldermen of the City of Manchester:

The Committee on Community Improvement respectfully recommends, after due and careful consideration, that the request from the property owner of 329 Douglas Street for subordination of a City lien in the amount of \$20,000 be approved.

(Unanimous vote with the exception of Alderman Roy who was absent)

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Matthew Harmond". The signature is fluid and cursive, with a long horizontal stroke at the end.

Clerk of Committee



CITY OF MANCHESTER

PLANNING AND COMMUNITY DEVELOPMENT

Planning and Land Use Management
Building Regulations
Community Improvement Program
Zoning Board of Adjustment


Leon L. LaFreniere, AICP
Director

Pamela H. Goucher, AICP
Deputy Director - Planning & Zoning

Michael J. Landry, PE, Esq.
Deputy Director - Building Regulations

MEMORANDUM

To: Alderman Kevin Cavanaugh,
Chairman, CIP Committee

From: Leon L. LaFreniere, AICP 
Director, Planning and Community Development

Date: June 28, 2021

Re: CIP #610810 Down Payment Assistance Program – Mortgage Subordination –
329 Douglas Street (Single Family Home)

Christine Demers, the owner of 329 Douglas Street has contacted this office to request the subordination of a City lien totaling \$20,000 placed upon the aforementioned property. The lien was placed due to the use of HOME funds used for down payment assistance to purchase the property.

The requested subordination will allow the owner to secure a \$20,000 Home Equity Loan to improve the property. Subordinations for home improvements have been approved in the past.

Respectfully, I request that the Committee make a recommendation to accept or deny the subordination request to the full Board.

June 22, 2021

To whom it may concern,

I am requesting a subordination of my City of Manchester \$20,000 mortgage.

I have applied and have been approved for a Home Equity Loan with Members First Credit Union in the amount of \$20,000. I intend to use that \$20,000 for home improvements for the property. I have a current first mortgage with Members First CU that has a balance of \$103,763.

Members First Credit Union obtained an Automatic Valuation Model to determine the value of my property and it came back at \$245,616.

The improvements to the home are a new kitchen floor, countertops and island being added. A new vanity for the bathroom and fencing for the yard.

I have attached the Mortgage Loan Commitment from Members First CU to evidence the information on the new loan.

The lien with City of Manchester will be in 3rd position.

Mortgage to City of Manchester was dated November 13, 2009 in the original amount of \$20,000 and is recorded in the Hillsborough County Registry of Deeds at Book 8152 Page 2110.

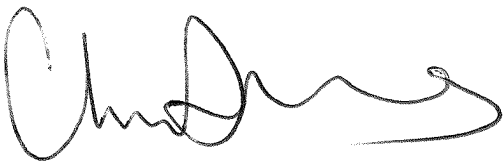
I believe the loan number with the city is CTY111309

The subordination should be for Members First Credit Union 44 Bridge St Manchester NH 03101

Christine Demers

329 Douglas St Manchester NH 03102

603-660-8090



ce/22/2021

To the Board of Mayor and Aldermen of the City of Manchester:

The Committee on Human Resources/Insurance respectfully recommends, after due and careful consideration, that the request to reclassify the Assistant Water Works Treatment Plant Maintenance Supervisor and Traffic Operations Superintendent from a grade 19 to a grade 20 be approved.

(Unanimous vote)

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Matthew Harmond". The signature is fluid and cursive, with a long horizontal stroke at the end.

Clerk of Committee

Kathleen Ferguson
Human Resources Director



CITY OF MANCHESTER

Human Resources Department

June 25, 2021

Alderman Will Stewart, Chair
Human Resources and Insurance Committee
City of Manchester
One City Hall Plaza
Manchester, NH 03101

Dear Chair Stewart and HRIC Members:

At the May 4, 2021 Human Resources and Insurance Committee meeting, the Committee approved increased pay grades (grade 19), to Traffic Signals Supervisor, and Electrician II positions. The members approved the higher grade with the requirement that their Supervisors (Assistant WWTP Maintenance Supervisor, and Traffic Operations Superintendent) be reviewed and reclassified for a possible grade increase, due to concerns that a supervisor should not supervise employees with the same pay grade.

Both supervisory positions were reviewed, and during the process class specifications were updated to reflect current “*examples of essential work*”, and “*required knowledge, skills and abilities.*”

Human Resources recommends:

- Increasing the Assistant WWTP Maintenance Supervisor class specification from grade 19 to grade 20; and
- Increasing the Traffic Operations Superintendent class specification from grade 19 to grade 20
- Revising both class specifications to reflect current examples of essential work, and required knowledge, skills and abilities.

Public Works Director Kevin Sheppard is in agreement with this change, and confirms the increased grades will not negatively impact the department’s FY-2022 budget.

Respectfully submitted,

Kathleen Ferguson, SHRM-CP, PHR
Human Resources Director

City of Manchester
New Hampshire

In the year Two Thousand and twenty-one

AN ORDINANCE

“Amending Section 33.025, & 33.026 (Assistant WWTP Maintenance Supervisor) of the Code of Ordinances of the City of Manchester.”

SECTION 33.025 COMPENSATION OF POSITIONS to be amended as follows:

Change Assistant WWTP Maintenance Supervisor, Class Code 4070, Grade 19 to 20

SECTION 33.026 CLASS SPECIFICATIONS to be amended as follows:

Change Assistant WWTP Maintenance Supervisor, Class Code 4070, Grade 20 (specs attached)

This Ordinance shall take effect upon its passage and all Ordinances or parts of Ordinances inconsistent therewith are hereby repealed.



City of Manchester, New Hampshire

Class Specification

This is a class specification and not an individualized job description. A class specification defines the general character and scope of responsibilities of all positions in a job classification, but it is not intended to describe and does not necessarily list every duty for a given position in a classification.

Class Title	Assistant WWTP Maintenance Supervisor
Class Code Number	4070- 2019

General Statement of Duties

Supervises maintenance functions within the Wastewater treatment plant and outlying pump stations; performs directly related work as required.

Distinguishing Features of the Class

The principal function of an employee in this class is to supervise maintenance functions and ensure the reliability and performance of all equipment at the treatment facility. The work is performed under the supervision and direction of the WWTP Maintenance Supervisor but considerable leeway is granted for the exercise of independent judgement and initiative. Supervision is exercised over the work of all employees in the maintenance and pump station sections. The nature of the work performed requires that an employee in this class establish and maintain effective working relationships with Federal, State and local governmental officials, business organizations, outside contractors, other City employees and the public. The principal duties of this class are performed in both an indoor general office environment and an outdoor work environment with potential personal hazards.

Examples of Essential Work (illustrative only)

- Plans, organizes and implements electrical and mechanical maintenance and repair to plant industrial equipment;
- Supervises technical, trade, administrative support, and lead worker personnel in carrying out the varied maintenance activities of the plant;
- Provides work assignments and review and performance evaluations for personnel;
- Makes hiring, termination and discipline recommendations;

- Reviews electrical and mechanical schedules and makes adjustments to ensure projects are prioritized and completed in a timely and efficient manner;
- Oversees storeroom and shipping and receiving activities;
- Reviews work-in-progress and standard operating procedures to ensure compliance with safety rules and regulations;
- Develops and recommends work unit budget including conducting reviews and making projections;
- Establishes a maintenance schedule and coordinates work unit activities;
- Maintains inventory of supplies and materials;
- Maintains records of work unit activities including maintenance performed, employee time records and job schedules;
- Inspections for fuel oil, chemical delivery areas and electrical transformers.
- Prepares reports as required;
- Provides direct supervision for Pump Stations' activities during emergencies and weather related events;
- Serves as the WWTP Maintenance Supervisor during an absence;
- Provides needed information and demonstrations concerning how to perform certain work tasks to new employees in the same or similar class of positions;
- Keeps immediate supervisor and designated others fully and accurately informed concerning work progress, including present and potential work problems and suggestions for new or improved ways of addressing such problems;
- Attends meetings, conferences, workshops and training sessions and reviews publications and audio-visual materials to become and remain current on the principles, practices and new developments in assigned work areas;
- Responds to citizens' questions and comments in a courteous and timely manner;
- Communicates and coordinates regularly with appropriate others to maximize the effectiveness and efficiency of interdepartmental operations and activities;
- Performs other directly related duties consistent with the role and function of the classification.

Required Knowledge, Skills and Abilities
(at time of appointment)

- Thorough knowledge of the proper operation, maintenance and repair of machinery including metal working machinery and waste water treatment equipment;
- Thorough knowledge of pneumatic and hydraulic systems;
- Thorough knowledge of proper and safe procedures, methods and techniques of installing, maintaining, and repairing electrical equipment and systems;
- Thorough knowledge of proper operation and maintenance of heating, ventilation, air-conditioning and refrigeration equipment and systems and the equipment required to repair those systems;
- Thorough knowledge of plumbing, piping and instrumentation;
- Thorough knowledge of Federal, State and local codes and guidelines affecting the operation of heating, ventilation, refrigeration systems, mechanical, plumbing and electrical systems;
- Ability to supervise, train, evaluate and coordinate the work of others;

- Ability to communicate effectively with others, both orally and in writing, using both technical and non-technical language;
- Ability to trouble shoot mechanical issues and equipment;
- Ability to understand and follow oral and/or written policies, procedures and instructions;
- Ability to prepare and present accurate and reliable reports containing findings and recommendations;
- Ability to operate a personal computer using standard or customized software applications appropriate to assigned tasks;
- Ability to use logical and creative thought processes to develop solutions according to written specifications and/or oral instructions;
- Ability to perform a wide variety of duties and responsibilities with accuracy and speed under the pressure of time-sensitive deadlines;
- Ability and willingness to quickly learn and put to use new skills and knowledge brought about by rapidly changing information and/or technology;
- Integrity, ingenuity and inventiveness in the performance of assigned tasks.

Acceptable Experience and Training

- Graduation from ~~an accredited college or university or trade/technical school with an Associate's Degree in an applicable field~~ High School; and
- ~~Considerable-Extensive~~ experience in the maintenance of heavy industrial and pumping equipment and experience in the supervisory or lead worker areas; or
- Any equivalent combination of experience and training which provides the knowledge, skills and abilities necessary to perform the work.

Required Special Qualifications

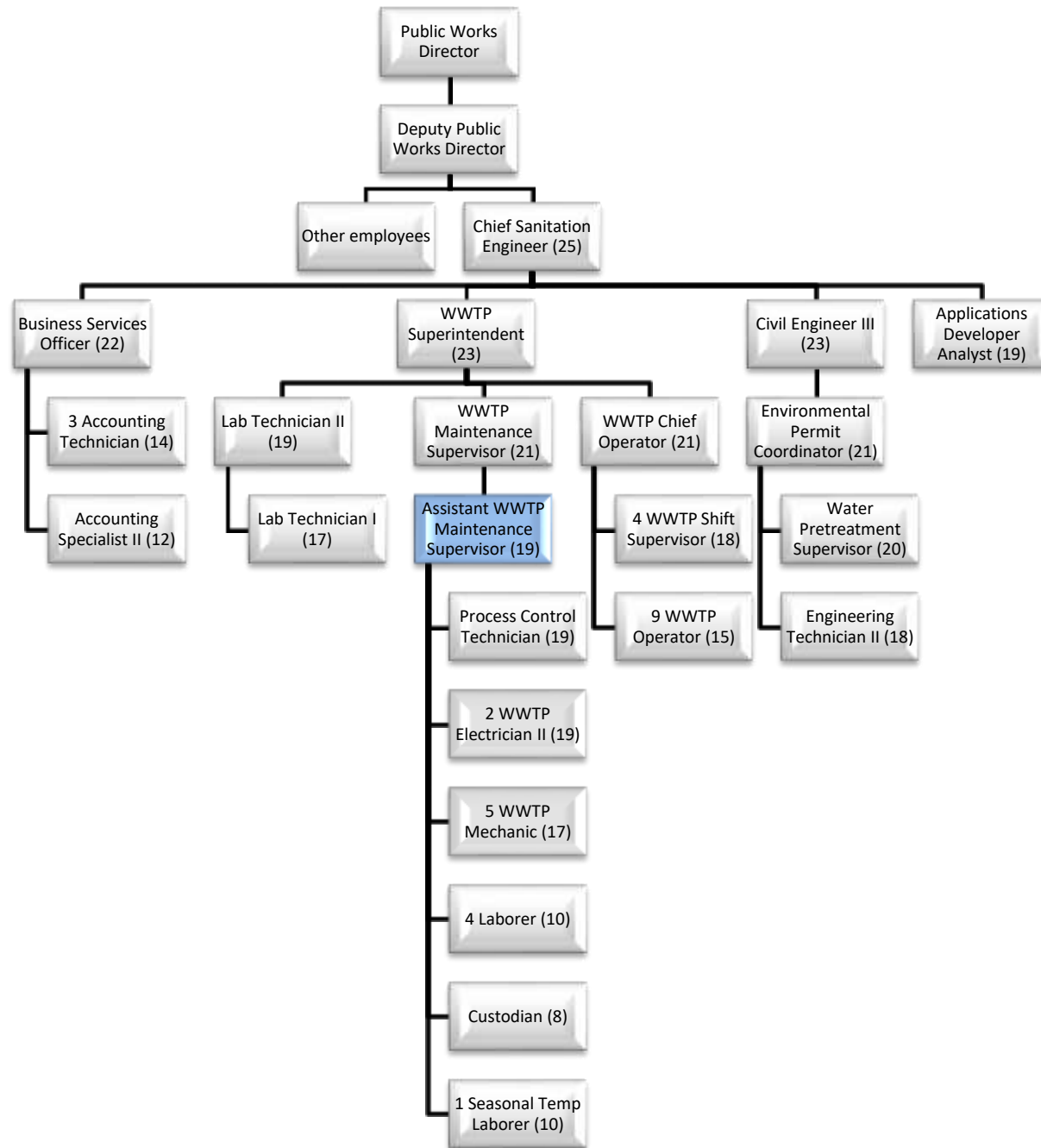
- On-call status;
- Valid New Hampshire Driver's License;
- Wastewater treatment Plant Operator's License:-
- Mechanical/Construction/Electrical/Plumbing licensing (Preferred).

Essential Physical Abilities

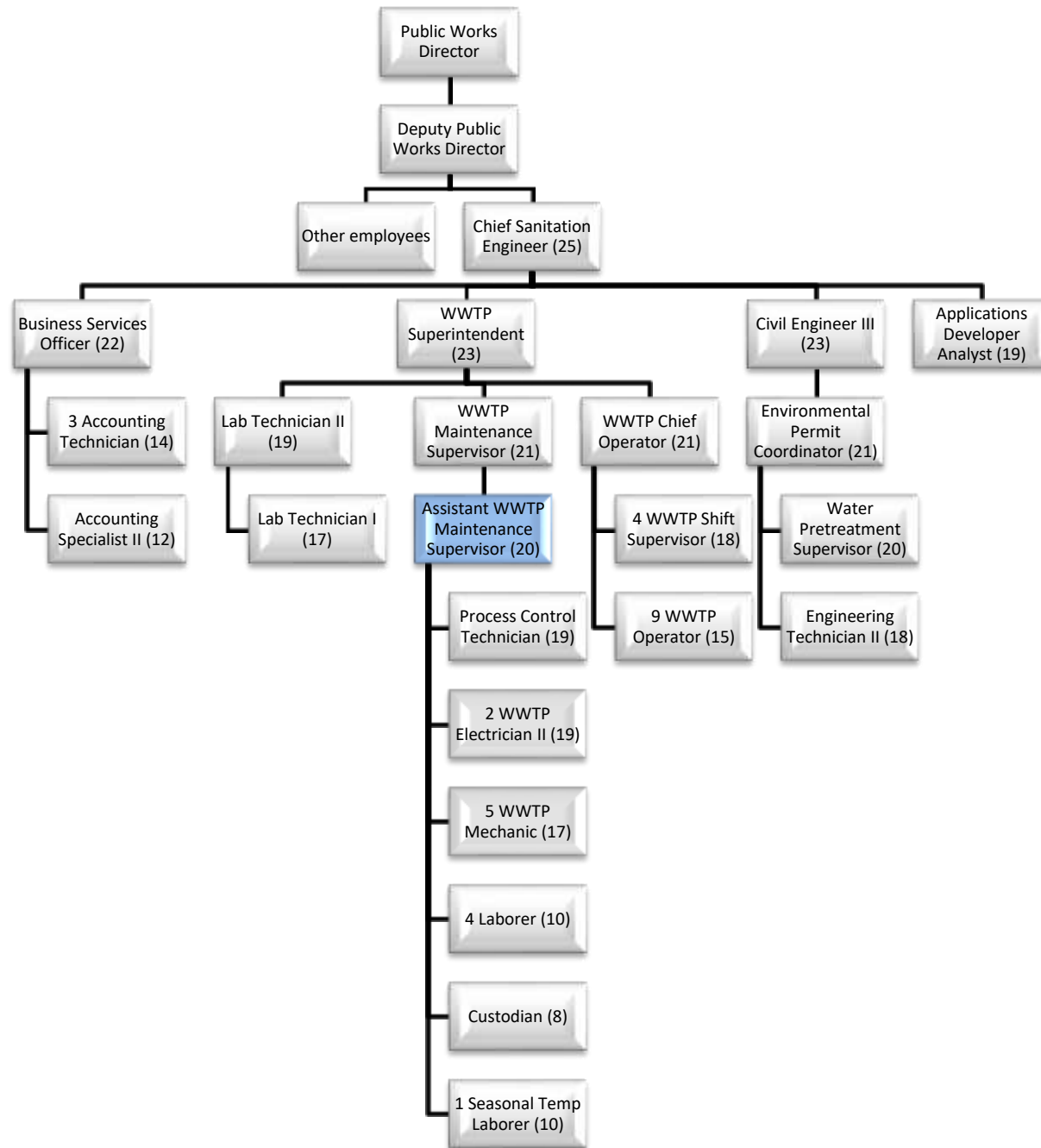
- Sufficient clarity of speech and hearing or other communication capabilities, with or without reasonable accommodation, which permits the employee to communicate effectively;
- Sufficient vision or other powers of observation, with or without reasonable accommodation, which permits the employee to perform supervisory and management functions;
- Sufficient manual dexterity with or without reasonable accommodation, which permits the employee to perform maintenance and repair functions as needed;
- Sufficient personal mobility and physical reflexes, with or without reasonable accommodation, which permits the employee to work with and around heavy industrial equipment under inclement weather conditions and around hazardous materials and chemicals.

Approved by: _____ Date: _____

EPD Before Org Chart



EPD After Org Chart



City of Manchester
New Hampshire

In the year Two Thousand and twenty-one

AN ORDINANCE

“Amending Section 33.025, & 33.026 (Traffic Operations Superintendent) of the Code of Ordinances of the City of Manchester.”

SECTION 33.025 COMPENSATION OF POSITIONS to be amended as follows:

Change Traffic Operations Superintendent, Class Code 5275, Grade 19 to 20

SECTION 33.026 CLASS SPECIFICATIONS to be amended as follows:

Change Traffic Operations Superintendent, Class Code 5275, Grade 20 (specs attached)

This Ordinance shall take effect upon its passage and all Ordinances or parts of Ordinances inconsistent therewith are hereby repealed.



City of Manchester, New Hampshire

Class Specification

This is a class specification and not an individualized job description. A class specification defines the general character and scope of responsibilities of all positions in a job classification, but it is not intended to describe and does not necessarily list every duty for a given position in a classification.

Class Title	Traffic Operations Superintendent
Class Code Number	5275- 19 <u>20</u>

General Statement of Duties

Supervises the daily operations of Traffic Section, including Traffic Maintenance and Traffic Signals Sectors; performs directly related work as required.

Distinguishing Features of the Class

The principal function of an employee in this class is to manage the daily traffic section operations and to ensure all work guidelines are adhered to in maintenance and traffic signal sectors. The work is performed under the supervision and direction of the Traffic Engineer but extensive leeway is granted for the exercise of independent judgment and initiative. Supervision is exercised over the work of all traffic operations personnel, with a direct supervisory relationship with the class of Traffic Maintenance Supervisor and Traffic Signal Supervisor. The nature of the work performed requires that an employee in this class establish and maintain effective working relationships with other City employees, outside contractors and the public. The principal duties of this class are performed in a general office environment with frequent travel to field work sites. This position may require the handling of hazardous wastes.

Examples of Essential Work (illustrative only)

- Manages daily operations of the Traffic Section;
- Designs methods for work activities to increase efficiency and effectiveness in traffic maintenance and Traffic Signals;
- Oversees in the distribution of assignments and monitoring of work accomplished;

- Reviews and analyzes methods, policies, procedures and performance to implement or recommend implementation of objective improvement systems;
- Oversees snow removal of City Parking lots and related areas;
- Procures, inventories and distributes needed supplies and equipment;
- Investigates complaints from citizens regarding a Divisional function, ensures all personnel act in a professional manner and according to prescribed guidelines and provides information on traffic operations to the Traffic Engineer;
- Assigns work to areas within the Traffic section, determines crew size, sets objectives and oversees final outcome;
- Coordinates combined efforts between Traffic Maintenance Workers and Traffic Signal Technicians
- Supervises traffic maintenance, sign painting and traffic signal work;
- Ensures that tools and equipment are maintained in an operable condition;
- Inspects streets, signals and signs before and after maintenance and repair to insure proper care and maintenance;
- Provides training methods for all designated personnel and participates in training programs;
- Maintains thorough and accurate records of all activities within the Section;
- Provides input on personnel/disciplinary issues within the Section;
- Inspects public area and provides input on what projects need to be scheduled;
- Researches civic projects in any given area to stay abreast of the history of repair, maintenance and construction within that area;
- Reviews daily progress reports from the Traffic Maintenance Supervisor and the Traffic Signal Supervisor to ensure projects are being completed in a timely basis and investigates any delays;
- Coordinates with Contractors for striping operations and traffic signal work
- Provides needed information and demonstrations concerning how to perform certain work tasks to new employees in the same or similar class of positions;
- Keeps immediate supervisor and designated others fully and accurately informed concerning work progress, including present and potential work problems and suggestions for new or improved ways of addressing such problems;
- Attends meetings, conferences, workshops and training sessions and reviews publications and audio-visual materials to become and remain current on the principles, practices and new developments in assigned work areas;
- Responds to citizens' questions and comments in a courteous and timely manner;
- Communicates and coordinates regularly with appropriate others to maximize the effectiveness and efficiency of interdepartmental operations and activities;
- Performs other directly related duties consistent with the role and function of the classification.

**Required Knowledge, Skills and Abilities
(at time of appointment)**

- Thorough knowledge of methods, practices, techniques, equipment, tools, materials and supplies used in traffic maintenance and repair;

- Thorough knowledge of safety regulations, protocols, principles, practices and procedures for traffic maintenance and repair;
- Thorough knowledge of the operation of tools used in traffic maintenance and repair;
- Substantial knowledge of traffic operations;
- Comprehensive knowledge of Manchester City geography, streets and business locations;
- Comprehensive knowledge of traffic hazards and traffic safety principles, practices and procedures;
- [Knowledge of electronic traffic control devices;](#)
- Ability to train, assign, motivate, supervise and evaluate the work of others;
- Ability to operate and instruct personnel in the operation of tools and machinery used in traffic maintenance and repair activities;
- [Ability to help troubleshoot and maintain traffic painting equipment;](#)
- Ability to communicate effectively with others, both orally and in writing, using both technical and non-technical language;
- Ability to understand and follow oral and/or written policies, procedures and instructions;
- Ability to prepare and present accurate and reliable reports containing findings and recommendations;
- Ability to operate a personal computer using standard or customized software applications appropriate to assigned tasks;
- Ability to use logical and creative thought processes to develop solutions according to written specifications and/or oral instructions;
- Ability to perform a wide variety of duties and responsibilities with accuracy and speed under the pressure of time-sensitive deadlines;
- Ability and willingness to quickly learn and put to use new skills and knowledge brought about by rapidly changing information and/or technology;
- Integrity, ingenuity and inventiveness in the performance of assigned tasks.

Acceptable Experience and Training

- Graduation from High School or possession of a GED; and
- Extensive experience in traffic operations or related; or
- Any equivalent combination of experience and training which provides the knowledge, skills and abilities necessary to perform the work.

Required Special Qualifications

- On call status;
- Class B CDL. (Must obtain license within six months of employment)

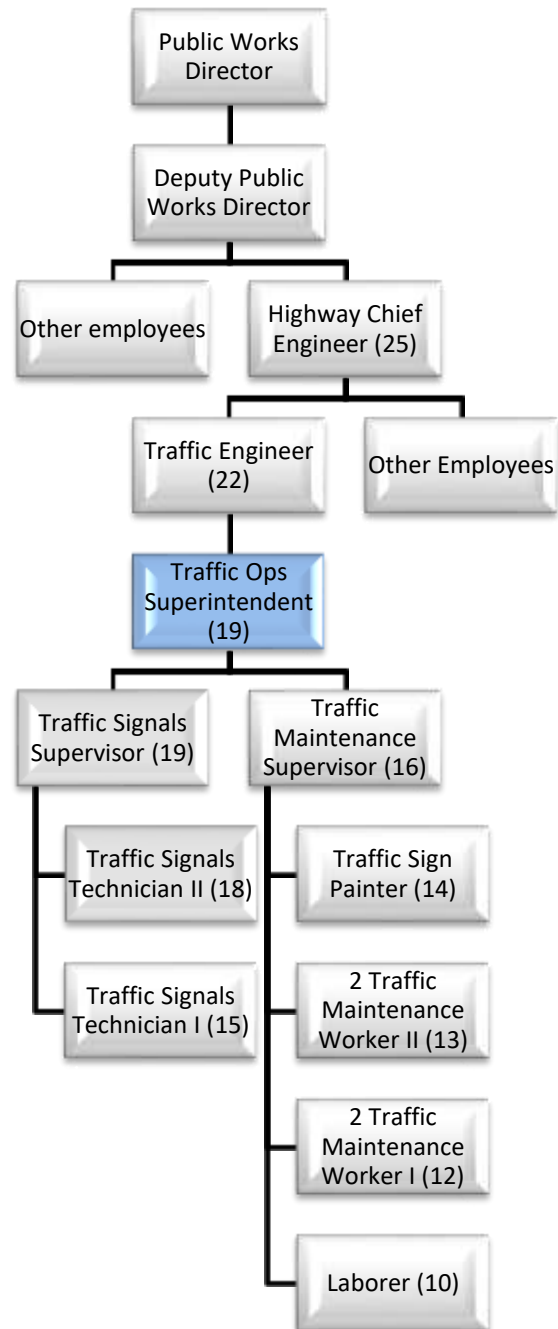
Essential Physical Abilities

- Sufficient clarity of speech and hearing or other communication capabilities, with or without reasonable accommodation, which permits the employee to communicate effectively;

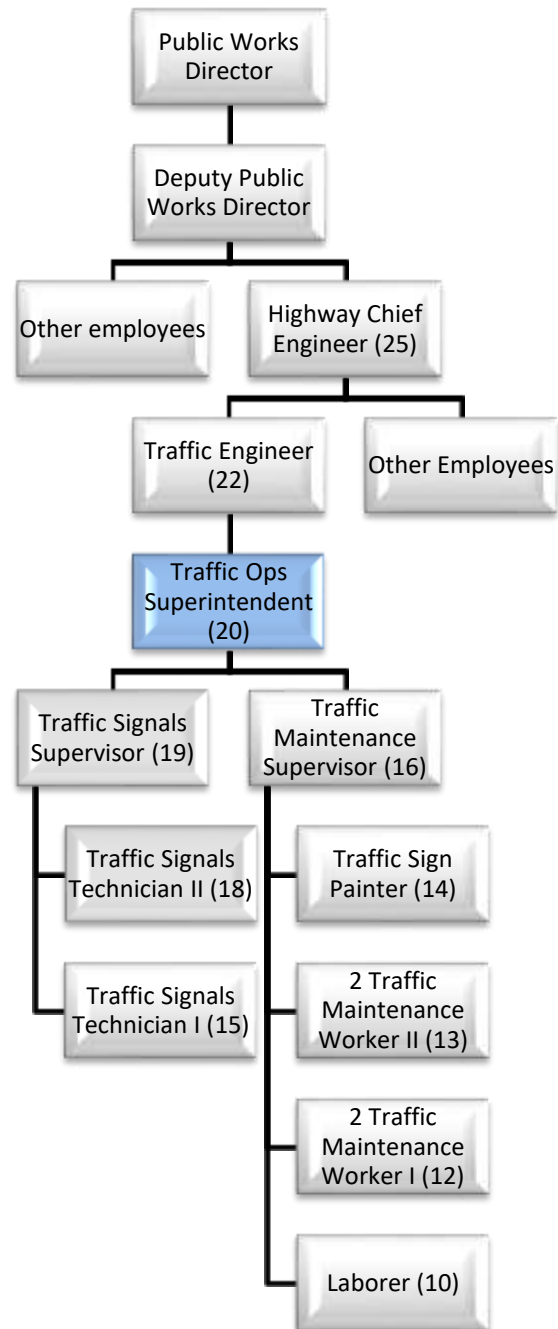
- Sufficient vision or other powers of observation, with or without reasonable accommodation, which permits the employee to monitor work in progress and review a wide variety of written material in both hardcopy and electronic form;
- Sufficient manual dexterity with or without reasonable accommodation, which permits the employee to operate equipment and a personal computer and related equipment;
- Sufficient personal mobility and physical reflexes, with or without reasonable accommodation, which permits the employee to have access to various work areas, including confined spaces and access to work sites throughout the City.

Approved by: _____ BMA _____ Date: July
7, 2015 _____

Traffic Before Org Chart



Traffic After Org Chart



To the Board of Mayor and Aldermen of the City of Manchester:

The Committee on Human Resources/Insurance respectfully recommends, after due and careful consideration, that the request to remove one (1) vacant Equipment Service Technician II, grade 14, and add one (1) new Equipment Mechanic I, grade 16, be approved.

(Unanimous vote)

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Matthew Normand". The signature is fluid and cursive, with a long horizontal stroke at the end.

Clerk of Committee

Kathleen Ferguson
Human Resources Director



CITY OF MANCHESTER

Human Resources Department

June 24, 2021

Alderman Will Stewart, Chair
Human Resources and Insurance Committee
City of Manchester
One City Hall Plaza
Manchester, NH 03101

Dear Chair Stewart and HRIC Members:

Central Fleet Services Director, Jonathan Hopkins, requests eliminating one (1) vacant Equipment Service Technician II (5510) grade 14, and adding one (1) Equipment Mechanic I (5530) grade 16 to the Central Fleet Department's complement.

Director Hopkins believes the addition of a higher skilled mechanic in his department's complement will allow Central Fleet to be more efficient.

Director Hopkins confirms the complement change will not negatively affect Central Fleet's FY-2022 budget.

The attached Equipment Mechanic I class specification also has a change added under the "*Examples of Essential Work*" which states:

"Performs welding duties as applied to heavy equipment including fabrication and replacement of metal parts, repairs and maintains snow plows and related equipment;"

Human Resources recommends adding new language to the Equipment Mechanic I class specification and, the following Central Fleet Department complement changes:

- Removing one (1) vacant Equipment Service Technician II (5510) grade 14; and
- Adding one (1) new Equipment Mechanic I (5530) grade 16.

Respectfully submitted,

Kathleen Ferguson, SHRM-CP, PHR
Human Resources Director

Jonathan Hopkins
Director
Central Fleet Services



CITY OF MANCHESTER
Central Fleet Services

June 10, 2021

Dear Ms. Ferguson,

Central Fleet currently has a vacancy at the position of Equipment Service Technician II class code number 5510-14. I am requesting to eliminate this position and replace it by adding an Equipment Mechanic I class code number 5530-16. I am also requesting to add a line to the to the Examples of Essential Work under the Equipment Mechanic I. I have included a sample of this change which is highlighted in red.

This change will make Fleet more efficient by adding a higher skilled Mechanic to our compliment while still allowing us to fulfill the job functions that were assigned to the Service Technician II.

Service Technician II are a pay grade 14 with starting pay of 17.60 per hour. Mechanic I is a pay grade 16 with a starting hourly rate or 20.17 per hour. This increase in cost of changing this position will be covered by the FY22 Fleet Budget.

Sincerely,

Jonathan Hopkins
Central Fleet Services Director

City of Manchester
New Hampshire

In the year Two Thousand and twenty-one

AN ORDINANCE

“Amending Section 33.026 (Equipment Mechanic I) of the Code of Ordinances of the City of Manchester.”

SECTION 33.026 CLASS SPECIFICATIONS to be amended as follows:

Change Equipment Mechanic I, Class Code 5530, Grade 16 (specs attached)

This Ordinance shall take effect upon its passage and all Ordinances or parts of Ordinances inconsistent therewith are hereby repealed.

City of Manchester, New Hampshire

Class Specification

This is a class specification and not an individualized job description. A class specification defines the general character and scope of responsibilities of all positions in a job classification, but it is not intended to describe and does not necessarily list every duty for a given position in a classification.

Class Title	Equipment Mechanic I
Class Code Number	5530-16

General Statement of Duties

Completes mechanical repair and maintenance work on City vehicles, equipment and related facilities; performs directly related work as required.

Distinguishing Features of the Class

The principal function of an employee in this class is to ensure City vehicles and related equipment are kept in operable condition. The work is performed under the supervision and direction of an Equipment Maintenance Superintendent I and Equipment Maintenance Superintendent II or other assigned supervisor but considerable leeway is granted for the exercise of independent judgement and initiative. The nature of the work performed requires that an employee in this class establish and maintain effective working relationships with other City employees, outside contractors and the public. The principal duties of this class are performed in a maintenance shop and at various work sites throughout the City, including repairing equipment at field work locations. An employee in this class may also be required to handle and/or manage hazardous waste and if so, appropriate training will be provided annually.

Examples of Essential Work (illustrative only)

- Performs complete repair and maintenance of City vehicles and heavy equipment, including routine service, engine overhauls, transmission, electrical system diagnostic, heating and air systems, body work, brake and frame maintenance, suspension, tires and related;
- **Performs welding duties as applied to heavy equipment including fabrication and replacement of metal parts, repairs and maintains snow plows and related equipment;**
- Documents identified problems and diagnoses basic mechanical problems and repairs or replaces defective parts;

- Discusses vehicle problems with operators in order to identify problems and explain what work may be required;
- Inspects, tests and repairs vehicle electrical charging systems such as alternators, regulators and batteries;
- Performs service calls for stalled vehicles as needed;
- Completes a schedule of preventative maintenance by testing equipment to ensure readiness for use;
- Prioritizes repairs to be completed based on adequate coverage of services to ensure that there is minimal disruption to work services;
- Performs structural and equipment repair and maintenance at related facilities;
- Maintains records on maintenance activities;
- Provides needed information and demonstrations concerning how to perform certain work tasks to new employees in the same or similar class of positions;
- Keeps immediate supervisor and designated others fully and accurately- informed concerning work progress, including present and potential work problems and suggestions for new or improved ways of addressing such problems;
- Attends -meetings, conferences, workshops and training sessions and reviews publications and audio-visual materials to become and remain current on the principles, practices and new developments in assigned work areas;
- Responds to citizens' questions and comments in a courteous and timely manner;
- Communicates and coordinates regularly with appropriate others to maximize the effectiveness and efficiency of interdepartmental operations and activities;
- Performs other directly related duties consistent with the role and function of the classification.

Required Knowledge, Skills and Abilities (at time of appointment)
--

- Thorough knowledge of the modern principles, practices, methods, tools, materials and diagnostic equipment associated with the maintenance and repair of vehicles;
- Thorough knowledge of the principles, practices and operations of internal combustion engines, both gasoline and diesel;
- Thorough knowledge of electronics and computer systems in automotive vehicles and equipment;
- Thorough knowledge of the principles and practices of automotive hydraulics and hydraulic systems repair;
- Thorough knowledge of the servicing and repair of air brakes and systems;
- Thorough knowledge of power steering and automotive air conditioning controls and systems;
- Thorough knowledge of both manual and automatic transmission operations and repair;
- Thorough knowledge of differential assembly repair and maintenance;
- Thorough knowledge of repair methods of suspension systems;
- Thorough knowledge of safety precautions and procedures relating to mechanical equipment repair and maintenance operations;
- Skill in the use and maintenance of tools employed in all phases of vehicle maintenance and repair;

- Ability to diagnose mechanical and automotive malfunctions and determine appropriate maintenance and repair needed;
- Ability to read and follow wiring and related diagrams;
- Ability to communicate effectively with others, both orally and in writing, using both technical and non-technical language;
- Ability to understand and follow oral and/or written policies, procedures and instructions;
- Ability to use logical and creative thought processes to develop solutions according to written specifications and/or oral instructions;
- Ability to perform a wide variety of duties and responsibilities with accuracy and speed under the pressure of time-sensitive deadlines;
- Ability and willingness to quickly learn and put to use new skills and knowledge brought about by rapidly changing information and/or technology;
- Integrity, ingenuity and inventiveness in the performance of assigned tasks.

Acceptable Experience and Training

- Graduation from High School or possession of a GED, supplemented by training in automotive repair; and
- Considerable experience in vehicle and equipment maintenance and repair; or
- Any equivalent combination of experience and training which provides the knowledge, skills and abilities necessary to perform the work.

Required Special Qualifications

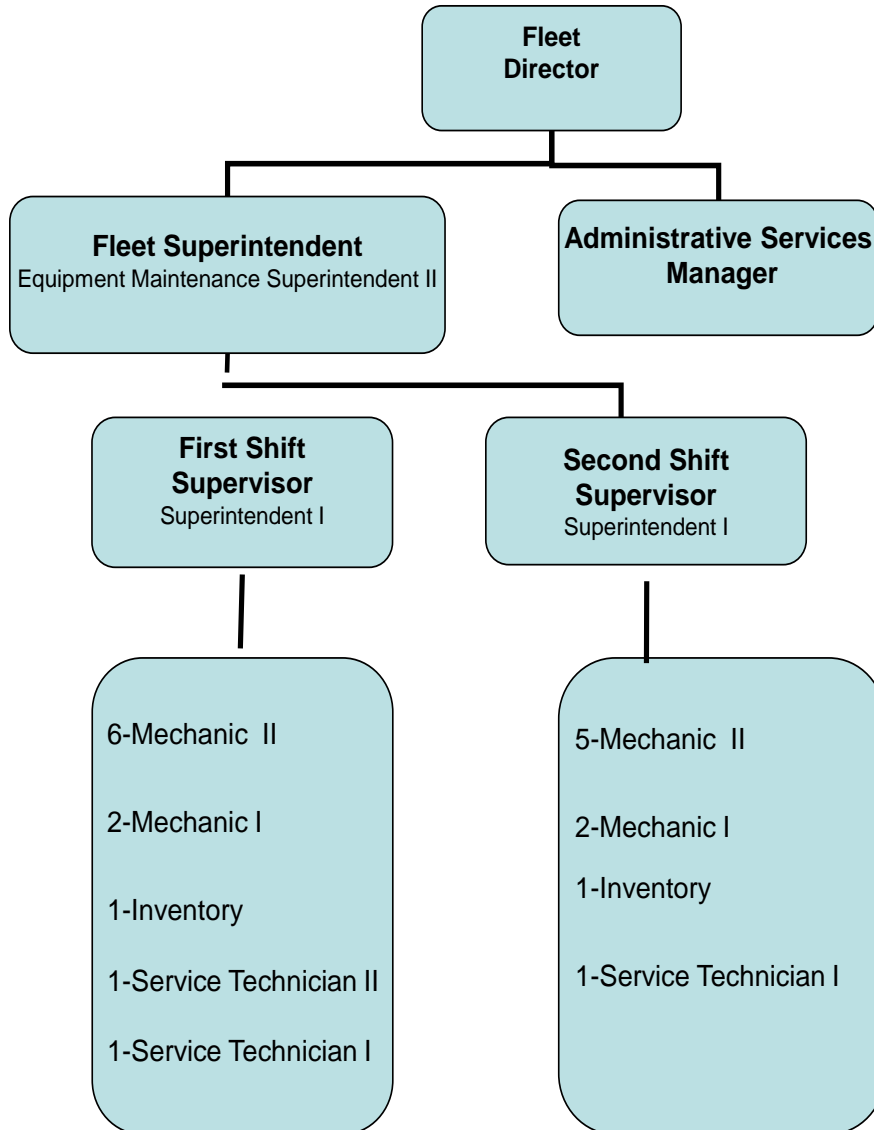
- Valid New Hampshire CDL B; (Must obtain license within six months of employment)

Essential Physical Abilities

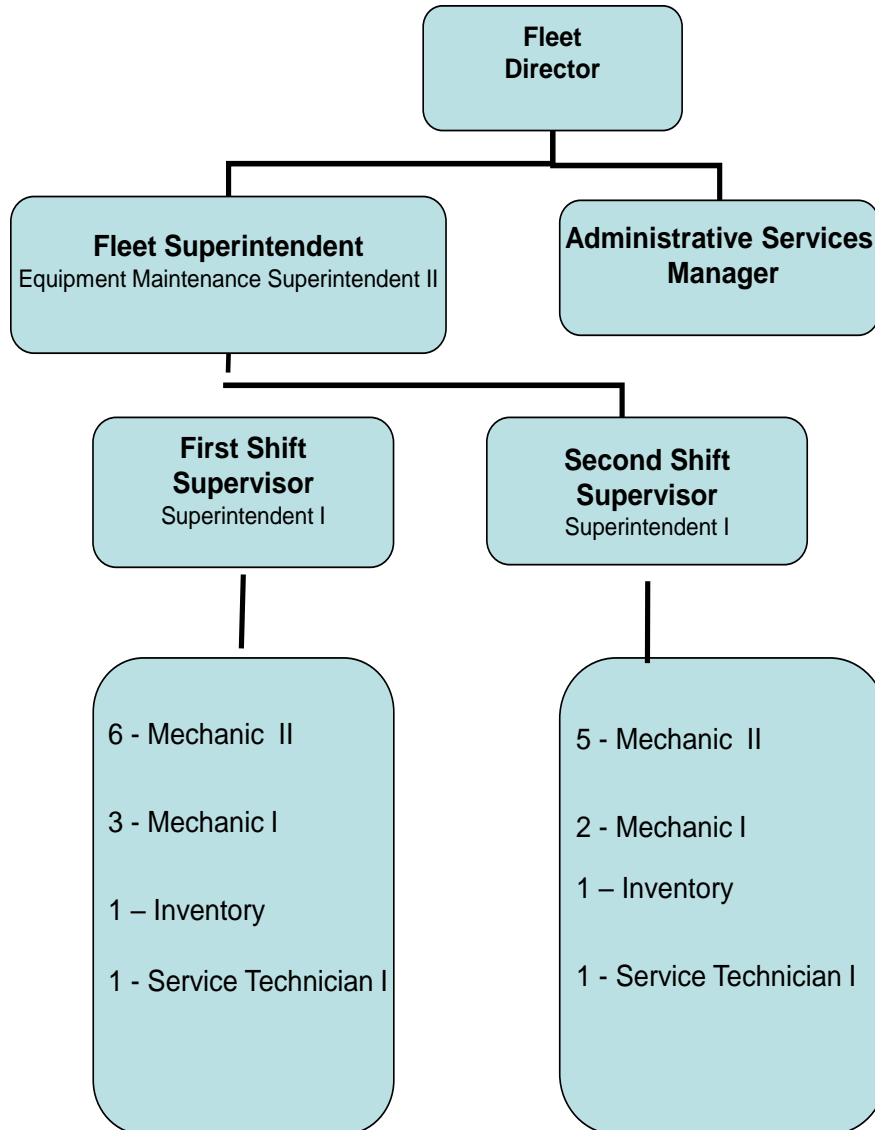
- Sufficient clarity of speech and hearing or other communication capabilities, with or without reasonable accommodation, which permits the employee to communicate effectively;
- Sufficient vision or other powers of observation, with or without reasonable accommodation, which permits the employee to monitor equipment and vehicles;
- Sufficient manual dexterity with or without reasonable accommodation, which permits the employee to use all tools associated with equipment maintenance;
- Sufficient personal mobility and physical reflexes, with or without reasonable accommodation, which permits the employee to have access to various works sites throughout the City.

Approved by: BMA Date: 8/4/2015

Fleet Organization (Current)



Fleet Organization (Proposed)



To the Board of Mayor and Aldermen of the City of Manchester:

The Committee on Public Safety, Health and Traffic respectfully advises, after due and careful consideration, that the request from St. George Greek Orthodox Cathedral for No Parking signs at various locations, 10 Handicap signs on Hanover Street, and the delivery of 60 traffic cones for the parking lot was approved.

(Unanimous vote)

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Matthew Normand", with a stylized flourish at the end.

Clerk of Committee



ST. GEORGE GREEK ORTHODOX CATHEDRAL

Our families. Our faith. Our future.



Fr. Agathonikos M. Wilson
DEAN OF THE CATHEDRAL

Fr. Gregory Floor
SECOND PRIEST

June 21, 2021

CATHEDRAL DIRECTORS

George Skaperdas
PRESIDENT

John Stavropoulos
1st VICE PRESIDENT

Philip Liakos
2ND VICE PRESIDENT

Timothy Giotas
SECRETARY

Andrew Papanicolau
TREASURER

Steve Chakas
Frank C. Comerford
George N. Copadis
Maria A. Dongas
William Hughen
Cathy A. Moufarge
Nicoletta Moutsoulis
John N. Nacos
Nicholas Stavropoulos
Theofilos Vougiatis

ANAGENNESIS LADIES SOCIETY

Cathy A. Moufarge
PRESIDENT

Kathy Dovas Jaskolka
VICE PRESIDENT

Carol Dionis
TREASURER

Marga Patterson
SECRETARY

Dorothy Chakas
Nicoletta Moutsoulis
MEMBERSHIP

Diane Spiro LaRoche
SUNSHINE

Helen Awad
Jenny Dakos
Alexandra Demos
Christina Dimos
Angela Dion
Vaya Handras
Eva Marie Mavrofrides
Veneta C. Tatakis
Tracy Terrio

Christine Clark
Manchester Public Works Department
475 Valley Street
Manchester, NH 03103

Dear Christine:

This year the Glendi is scheduled for Friday, September 17, Saturday, September 18, and Sunday, September 19, 2021.

We would deeply appreciate your assistance once again with the following for Glendi:

1. No Parking Signs at the following locations:
 - a. Amherst Street, south side, from Highland Street to Kenney Street
 - b. Central Street, south side, from Kenney Street to #605 Central Street
 - c. Grant Street, west side, from Hanover Street to the dead end
 - d. Laurel Street, south side, from Kenney Street, easterly and westerly to the dead ends (back to back signs)
 - e. Merrimack street, north side, from Hanover Street to Cass Street
 - f. Hilton Street, east side, from Hanover Street to Amherst Street
2. 10 Handicap Signs on Hanover Street, north side, west of Kenney Street
3. Deliver 60 cones to the church parking lot.

This arrangement has significantly assisted us with the traffic issue during the past GLENDI festival weekends.

In addition, we would be very grateful for your assistance in hanging the banner across Elm and Pleasant Street.

If you have any questions, please the church office at 622-9113. Thank you for your continuing support.

Sincerely,

George Skaperdas
Dick Anagnost
George Copadis
Co-chairs, GLENDI 2021

George Skaperdas
President, Board of Directors
Cathy Moufarge
President, Anagennessis Ladies Society

To the Board of Mayor and Aldermen of the City of Manchester:

The Committee on Public Safety, Health and Traffic respectfully recommends, after due and careful consideration, that the following traffic regulations be approved:

NO PARKING ANYTIME

On Douglas Street, east side, from a point 500 feet north of 365 Douglas Street to a point 100 feet north

Alderman Gamache

On Garden Drive (west entrance), west side, from Dunbarton Road to a point 50 feet north

Alderman Hirschmann

On Holt Avenue, south side, from Eastwood Way to a point 40 feet west

Alderman Sharonov

On Laurel Street, south side, from Hall Street to a point 70 feet west

On Dearborn Street, south side, from Taylor Street to a point 120 feet west

Alderman Sapienza

On South Lincoln Street, west side, from Boisvert Street to a point 55 feet south

Alderman Shaw

COMMERCIAL MOTOR VEHICLES PROHIBITED

On Peabody Avenue between Candia Road and Phinney Avenue

Alderman Sharonov

STOP SIGNS-4-WAY (NOT RECOMMENDED BY DPW; REVIEW ATTACHED)

On Page Street at Laydon Street - SEC, NWC

Alderman Sharonov

RESCIND NO PARKING ANYTIME

On Dearborn Street, south side, from a point 40 feet west of Taylor Street to a point 80 feet west (Ord. 10727)

Alderman Sapienza

(Unanimous vote; Alderman Barry voted in opposition to the 4-Way stop sign on Page Street)

Respectfully submitted,



Clerk of Committee

Requested Changes to the Traffic Ordinance

Attn: Committee on Public Safety, Health and Traffic

From: Department of Public Works, Kristen Clarke, PE, PTOE

Date: June 28, 2021

Subject: July Agenda Request

NO PARKING ANYTIME

On Douglas Street, east side, from a point 500 feet north of #365 Douglas Street to a point 100 feet north

Alderman Gamache

On Garden Drive (west entrance), west side, from Dunbarton Road to a point 50 feet north

Alderman Hirschmann

On Holt Avenue, south side, from Eastwood Way to a point 40 feet west

Alderman Sharonov

On Laurel Street, south side, from Hall Street to a point 70 feet west

On Dearborn Street, south side, from Taylor Street to a point 120 feet west

Alderman Sapienza

On S Lincoln Street, west side, from Boisvert Street to a point 55 feet south

Alderman Shaw

COMMERCIAL MOTOR VEHICLES PROHIBITED

On Peabody Avenue between Candia Road and Phinney Avenue

Alderman Sharonov

STOP SIGNS- 4-WAY (*NOT RECOMMENDED BY DPW; REVIEW ATTACHED)

On Page Street at Laydon Street- SEC, NWC

Alderman Sharonov

RESCIND NO PARKING ANYTIME

On Dearborn Street, south side, from a point 40 feet west of Taylor Street to a point 80 feet west (ORD 10727)

Alderman Sapienza



CITY OF MANCHESTER

Board of Aldermen

Chairman Bill Barry
Committee on Public Safety, Health and Traffic
One City Hall Plaza
Manchester, New Hampshire

RE: Multi-Way Stop at Page Street and Laydon Street

Dear Chairman Barry,

I am writing to you today regarding my request to make an intersection of Page St and Laydon St, in my Ward, an all-way stop, as well as in response to the Department of Public Works' opposition to the request.

I understand the DPW's argument that the criteria for the recommendation of an all-way stop is not met according to the Manual on Uniform Control Devices (MUTCD). However, the Manual does not take into account the unique position Page St is in: it is the only street in the Green Acres neighborhood that connects Hanover St and Candia Rd – major arteries – and motorists like to take Page St, a quiet, residential street, to cut through instead of waiting at traffic lights at Hanover St Connector at I-93 ramps.

With that in mind, one of the "safety problems" listed by the DPW is "diversion of traffic to other neighborhood streets." If that is what happens as a result of making Page St and Laydon St a multi-way stop, that is not a safety problem, but, in fact, a desired outcome that thru-traffic diverts back to Hanover St Connector at I-93 ramps. Page St does not even have a double yellow line because, again, the total traffic is just shy of mere 300 cars to meet the Manual's criteria for one to be painted.

Furthermore, the DPW conducted a speed study at my request on June 4-9. The DPW states that only 1% of traffic exceeded 40 mph. I would like to point out that the posted speed limit is 30 mph, already on the high end for a residential street, and 1% of traffic is already 10 miles over the speed limit. According to the speed study (page 3.11 of the agenda), nearly 1 in 3 motorists (32.4%) were driving in excess of 31 mph – at the location where the traffic slows down already due to parking being allowed on both sides of the street.

In a span of 5 days the survey equipment was present, a total of 107 motorists went 41-45 mph, 12 motorists went 46-50 mph and 6 others drove 51-55 mph. It does not take a majority of traffic to drive like this to deem these speeds a safety concern, especially given the nature of the street and the proximity to the elementary school on Hanover St.

Moreover, the DPW failed to provide any recommendations for alternate ways to slow down the abovementioned speeds, only referring to the Police Department for enforcement. According to the Chief Aldenberg, there are currently three authorized positions in the Traffic Unit, two of which are vacant due to recent retirements, making targeted enforcement not an effective option and making a further case for engineering solutions.

I urge you to please support installing an all-way stop at Page St and Laydon St in order to force motorists to come to a stop and slow down the speeds in the neighborhood. According to the DPW, the cost of installing one stop sign is \$100 installed (labor and materials included). Given there are stop signs on Laydon St, the total cost of the proposal is \$200 for two stop signs. Further, I fail to see how “disobedience of stop signs” or “increase of rear-end accidents” (drivers not paying attention) are reasons enough to outweigh present safety concerns as a result of excessive speeds. If anything, stop signs can be just as easily taken out as they are put in place should the DPW’s outlined safety problems occur.

Enclosed, please also find numerous petitions from the residents who would like to see this proposal come to life in their neighborhood.

I will be present at the Committee meeting tonight to answer any further questions the Honorable Members of the Committee may have.

Respectfully submitted,

Sebastian Sharonov
Ward 6 Alderman
Board of Mayor and Aldermen
Manchester, New Hampshire

06 July 2021

**PETITION TO MAKE INTERSECTION OF PAGE STREET &
LAYDON STREET A 4-WAY STOP**

I, Mark Cramer, a resident of 852 Page St.
first name last name address

hereby submit this petition in support of making the intersection of Page Street and
Laydon Street a 4-way stop.

Mark Cramer
signature

7/1/21
date

603-540-5561
contact phone (optional)

kramboharley@comcast.net
contact e-mail (optional)

**PETITION TO MAKE INTERSECTION OF PAGE STREET &
LAYDON STREET A 4-WAY STOP**

I, Julian Gola, a resident of 509 Laydon Street,
first name last name address

hereby submit this petition in support of making the intersection of Page Street and
Laydon Street a 4-way stop.

Julian T. Gola
signature

1 July 2021
date

603 289 1317
contact phone (optional)

Julianscourt@gmail.com
contact e-mail (optional)

PETITION TO MAKE INTERSECTION OF PAGE STREET &
LAYDON STREET A 4-WAY STOP

I, Ronald Wright, a resident of 760 Page St Manchester N.H.
first name last name address 03109
hereby submit this petition in support of making the intersection of Page Street and
Laydon Street a 4-way stop.

Ronald A. Wright
signature

7/2/21
date

603-260-8995
contact phone (optional)

RAW195361@yahoo.com
contact e-mail (optional)

**PETITION TO MAKE INTERSECTION OF PAGE STREET &
LAYDON STREET A 4-WAY STOP**

I, Daniel Levasseur, a resident of 800 Page Street,
first name last name address

hereby submit this petition in support of making the intersection of Page Street and
Laydon Street a 4-way stop.


signature

7/2/2021
date

contact phone (optional)

contact e-mail (optional)

**PETITION TO MAKE INTERSECTION OF PAGE STREET &
LAYDON STREET A 4-WAY STOP**

I, Michael Barby, a resident of 800 Page St,
first name last name address

hereby submit this petition in support of making the intersection of Page Street and
Laydon Street a 4-way stop.

Michael Barby
signature
7/2/21
date

contact phone (optional)

contact e-mail (optional)

PETITION TO MAKE INTERSECTION OF PAGE STREET &

LAYDON STREET A 4-WAY STOP

I, Bonnie St. Onge, a resident of 510 Laydon St.
first name last name address

hereby submit this petition in support of making the intersection of Page Street and
Laydon Street a 4-way stop.

Bonnie St. Onge
signature

7-1-21
date

603-661-3952
contact phone (optional)

Bstonge1021@gmail.com
contact e-mail (optional)

**PETITION TO MAKE INTERSECTION OF PAGE STREET &
LAYDON STREET A 4-WAY STOP**

I, JACQUELINE DUMONT, a resident of 752 PAGE ST. MAN, NH
first name last name address

hereby submit this petition in support of making the intersection of Page Street and
Laydon Street a 4-way stop.

Jacqueline E Dumont
signature

7-2-21
date

contact phone (optional)

contact e-mail (optional)

**PETITION TO MAKE INTERSECTION OF PAGE STREET &
LAYDON STREET A 4-WAY STOP**

I, Chang Chumant, a resident of 752 Page St.
first name last name address

hereby submit this petition in support of making the intersection of Page Street and
Laydon Street a 4-way stop.

Chang Chumant
signature

7-2-21
date

contact phone (optional)

contact e-mail (optional)

**PETITION TO MAKE INTERSECTION OF PAGE STREET &
LAYDON STREET A 4-WAY STOP**

I, Cody Dumort, a resident of 752 Page St.
first name last name address

hereby submit this petition in support of making the intersection of Page Street and
Laydon Street a 4-way stop.

Cody Dumort
signature

7-2-21
date

contact phone (optional)

contact e-mail (optional)

Kevin A. Sheppard, P.E.
Public Works Director



Commission
Toni Pappas, Chair
Patrick Robinson
James Burkush
Trixie Vazquez
Armand Forest

Timothy J. Clougherty
Deputy Public Works Director

CITY OF MANCHESTER
Department of Public Works

June 17, 2021

Chairman Bill Barry
Committee on Public Safety, Health and Traffic
1 City Hall Plaza
Manchester, NH 03101

RE: Multi-Way Stop at Page Street and Laydon Street

Dear Chairman Barry:

Alderman Sharonov has requested an all-way stop be added at the intersection of Page Street and Laydon Street, as shown on the signage agenda requests. By Manual on Uniform Control Devices (MUTCD) regulations, stop signs are intended to establish who has right-of-way at an intersection and not for speed control. Warrant criteria in the MUTCD is based on traffic volumes and accident history and should be met for recommendation of a multi-way stop. Installation of unwarranted stop signs can create new safety problems such as:

- Disobedience of stop signs (pedestrians, bicyclists, and all road users expect other road users to stop)
- Drivers driving faster between intersections to save time
- Increase of rear-end accidents
- Increase in noise resulting from acceleration and deceleration of vehicles
- Diversion of traffic to other neighborhood streets

A multi-way stop study was completed at this intersection in August 2016 (see attached) and did not meet any of the warrant criteria. The speed and volume study was updated in June 4-9, 2021 (see attached), and reinforces that criteria is still not met. Overall, the average speed was 27 mph and 85% speed was 33 mph, with a majority of drivers in the 25-34 mph range. Of the total traffic, 1.0% exceeded 40 mph. Based on the information provided above and attached, DPW does not recommend an all-way stop at this location. Please let me know if you have any questions.

Thanks,

Kristen Clarke, PE, PTOE
Traffic Engineer

475 Valley Street • Manchester, New Hampshire 03103 • (603) 624-6444 • FAX: (603) 624-6487

E-mail: hiway@manchesternh.gov • Website: www.manchesternh.gov

PAGE STREET AND LAYDON STREET MULTI-WAY STOP REVIEW

BACKGROUND

The Traffic Division has been directed to study the intersection of Page Street and Laydon Street for the installation of a multi-way stop. There were reports of speed on Page Street resulting from people using it as a cut through between Candia Road and Hanover Street and safety concerns due to parked cars on the street blocking visibility, children playing on the sidewalk, and difficulty backing out of driveways. There is currently stop control on Laydon Street and no control on Page Street. This intersection is located in a residential one family district, which supports higher density single family housing development.

Page Street & Laydon Street Geometry

Page Street runs north-south and is approximately 30-feet wide with one lane of travel in each direction and a 6-foot sidewalk on the east side. On-street parking is permitted in both directions, although the NE, NW, and SW corners are signed 'No Parking to Corner' to provide visibility of the intersection. The speed limit is 30 MPH. Laydon Street runs east-west and is approximately 28-feet wide with one lane of travel in each direction. On-street parking is permitted in both directions. The speed limit is 30 MPH. There are no physical characteristics blocking line of sight at the intersection.

The installation of unwarranted stop signs can create new safety problems at intersections including drivers driving faster between intersections to save time, increase of rear-end accidents, and disobedience of the stop signs. An increase in noise can also result from acceleration and deceleration of vehicles.

ACCIDENT HISTORY

Multi-way stop control should be considered when five or more crashes are reported in a 12-month period that are susceptible to correction by a multi-way stop installation. Such crashes include right-turn and left-turn collisions as well as right-angle collisions.

The Manchester Police Department Traffic Unit provided the accident history for January 1, 2011 through August 1, 2016. As shown below in Table 1, the accident history at Page Street and Laydon Street does not meet the minimum threshold criteria prescribed in the warrants for multi-way stop control.

Table 1- Page Street & Laydon Street Accident Summary

Date	Time	Day of Week
9/30/2012	10:26	Sunday
12/31/2013	00:02	Tuesday
2/09/2015	14:16	Monday

VOLUME AND SPEED

Multi-way stops should be considered when the vehicular volume entering the intersection from the major street approaches (total of both approaches) averages at least 300 vehicles per hour for any 8 hours of an average day. Traffic volume data was collected from July 27th – August 2nd, 2016 and is summarized in Table 2.

If the 85th percentile approach speed of the major-street traffic exceeds 40 mph, the minimum vehicular volume warrants are reduced to 210 vehicles per hour for any 8 hours of an average day. The 85th percentile speed on Page Street northbound was 34 mph and Page Street southbound was 33 mph. Since, the speeds do not exceed 40 mph, the volume reductions do not apply.

Table 2- Page Street Traffic Volume Summary

Time of Day	Average Volume (NB & SB)- Weekday	Average Volume (NB & SB)- Saturday	Average Volume (NB & SB)- Sunday
12:00-1:00 AM	12	14	27
1:00-2:00 AM	11	12	8
2:00-3:00 AM	9	13	7
3:00-4:00 AM	7	6	6
4:00-5:00 AM	16	7	7
5:00-6:00 AM	53	39	11
6:00-7:00 AM	112	45	31
7:00-8:00 AM	150	72	52
8:00-9:00 AM	157	121	94
9:00-10:00 AM	139	159	105
10:00-11:00 AM	139	152	116
11:00 AM-12:00 PM	143	137	128
12:00-1:00 PM	153	148	152
1:00-2:00 PM	147	160	141
2:00-3:00 PM	141	138	136
3:00-4:00 PM	158	140	126
4:00-5:00 PM	176	124	153
5:00-6:00 PM	184	131	119
6:00-7:00 PM	141	112	92
7:00-8:00 PM	127	112	101
8:00-9:00 PM	94	90	70
9:00-10:00 PM	65	69	45
10:00-11:00 PM	39	49	31
11:00 PM-12:00 AM	23	37	15
NUMBER OF HOURS EXCEEDED 300	0	0	0

The volume and speed summary (see Appendix for full results), indicates that the volume criteria on Page Street is not met since the intersection volumes are below the minimum threshold level during all time periods.

During the study period, the average speed on Page Street northbound was 29 mph on Page Street southbound was 28 mph. The highest occurrence of speeding vehicles is on Page Street southbound from 8:00-11:00 AM and 3:00-6:00 PM.

ANALYSIS

The MUTCD warrant analysis provides several layers of criteria for recommending multi-way stop signs. This includes 1) Traffic accidents; 2) Traffic volumes and speeds; 3) Combination of accidents, traffic volumes and speeds. We are responsible for review and recommendation based on the industry established procedures and recognized standards. Since the accident rate, speeds, and major street volume do not meet the minimum threshold criteria prescribed in the warrants, we, from a professional standpoint, are obligated to recommend against a permanent all-way stop sign installation.

RECOMMENDATION

- Install 'No Parking to Corner' sign on SE corner of Page Street to improve visibility of cars traveling NB for vehicles exiting Laydon Street
- Periodically, increase police enforcement of the speed limit on Page Street

ATTACHMENTS

2009 MUTCD Section 2B.07 Multi-way stop applications

Locus map

Intersection photos

Speed and volume reports

Date: August 8, 2016

Prepared by: Kristen Clarke, PE, PTOE – Traffic Engineer

Reviewed by: Kevin Sheppard – Public Works Director
Todd Connors – Public Works Engineering Manager

- 11 Except as provided in Section 2B.09, STOP signs and YIELD signs shall not be installed on different approaches to the same unsignalized intersection if those approaches conflict with or oppose each other.
- 12 Portable or part-time STOP or YIELD signs shall not be used except for emergency and temporary traffic control zone purposes.
- 13 A portable or part-time (folding) STOP sign that is manually placed into view and manually removed from view shall not be used during a power outage to control a signalized approach unless the maintaining agency establishes that the signal indication that will first be displayed to that approach upon restoration of power is a flashing red signal indication and that the portable STOP sign will be manually removed from view prior to stop-and-go operation of the traffic control signal.
- Option:
- 14 A portable or part-time (folding) STOP sign that is electrically or mechanically operated such that it only displays the STOP message during a power outage and ceases to display the STOP message upon restoration of power may be used during a power outage to control a signalized approach.
- Support:
- 15 Section 9B.03 contains provisions regarding the assignment of priority at a shared-use path/roadway intersection.

Section 2B.05 STOP Sign (R1-1) and ALL WAY Plaque (R1-3P)

Standard:

- 01 When it is determined that a full stop is always required on an approach to an intersection, a STOP (R1-1) sign (see Figure 2B-1) shall be used.
- 02 The STOP sign shall be an octagon with a white legend and border on a red background.
- 03 Secondary legends shall not be used on STOP sign faces.
- 04 At intersections where all approaches are controlled by STOP signs (see Section 2B.07), an ALL WAY supplemental plaque (R1-3P) shall be mounted below each STOP sign. The ALL WAY plaque (see Figure 2B-1) shall have a white legend and border on a red background.
- 05 The ALL WAY plaque shall only be used if all intersection approaches are controlled by STOP signs.
- 06 Supplemental plaques with legends such as 2-WAY, 3-WAY, 4-WAY, or other numbers of ways shall not be used with STOP signs.

Support:

- 07 The use of the CROSS TRAFFIC DOES NOT STOP (W4-4P) plaque (and other plaques with variations of this word message) is described in Section 2C.59.

Guidance:

- 08 Plaques with the appropriate alternative messages of TRAFFIC FROM LEFT (RIGHT) DOES NOT STOP (W4-4aP) or ONCOMING TRAFFIC DOES NOT STOP (W4-4bP) should be used at intersections where STOP signs control all but one approach to the intersection, unless the only non-stopped approach is from a one-way street.

Option:

- 09 An EXCEPT RIGHT TURN (R1-10P) plaque (see Figure 2B-1) may be mounted below the STOP sign if an engineering study determines that a special combination of geometry and traffic volumes is present that makes it possible for right-turning traffic on the approach to be permitted to enter the intersection without stopping.

Support:

- 10 The design and application of Stop Beacons are described in Section 4L.05.

Figure 2B-1. STOP and YIELD Signs and Plaques



Section 2B.06 **STOP Sign Applications**

Guidance:

- 01 *At intersections where a full stop is not necessary at all times, consideration should first be given to using less restrictive measures such as YIELD signs (see Sections 2B.08 and 2B.09).*
- 02 *The use of STOP signs on the minor-street approaches should be considered if engineering judgment indicates that a stop is always required because of one or more of the following conditions:*
- A. *The vehicular traffic volumes on the through street or highway exceed 6,000 vehicles per day;*
 - B. *A restricted view exists that requires road users to stop in order to adequately observe conflicting traffic on the through street or highway; and/or*
 - C. *Crash records indicate that three or more crashes that are susceptible to correction by the installation of a STOP sign have been reported within a 12-month period, or that five or more such crashes have been reported within a 2-year period. Such crashes include right-angle collisions involving road users on the minor-street approach failing to yield the right-of-way to traffic on the through street or highway.*

Support:

- 03 *The use of STOP signs at grade crossings is described in Sections 8B.04 and 8B.05.*

Section 2B.07 **Multi-Way Stop Applications**

Support:

- 01 *Multi-way stop control can be useful as a safety measure at intersections if certain traffic conditions exist. Safety concerns associated with multi-way stops include pedestrians, bicyclists, and all road users expecting other road users to stop. Multi-way stop control is used where the volume of traffic on the intersecting roads is approximately equal.*
- 02 *The restrictions on the use of STOP signs described in Section 2B.04 also apply to multi-way stop applications.*

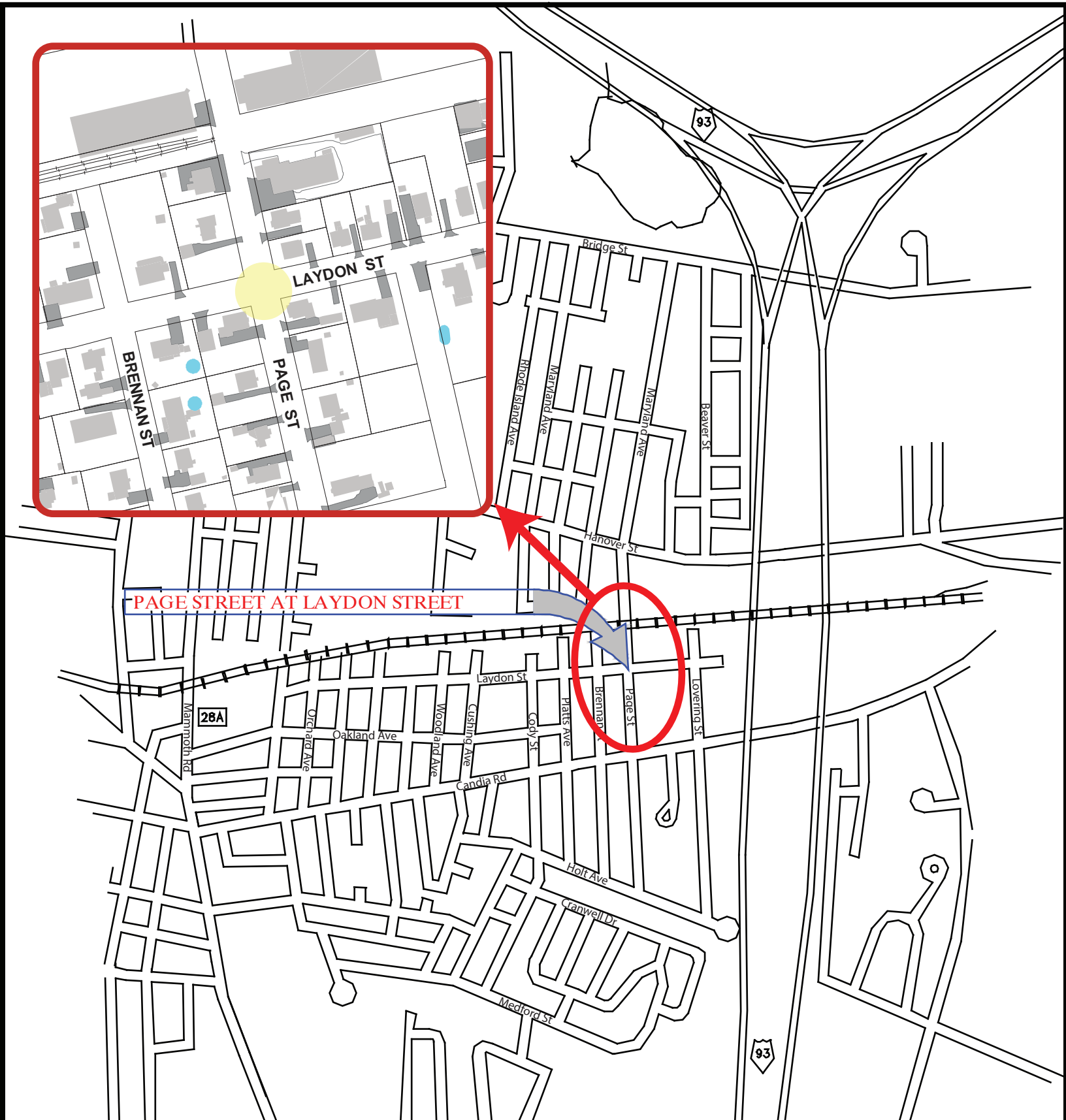
Guidance:

- 03 *The decision to install multi-way stop control should be based on an engineering study.*
- 04 *The following criteria should be considered in the engineering study for a multi-way STOP sign installation:*
- A. *Where traffic control signals are justified, the multi-way stop is an interim measure that can be installed quickly to control traffic while arrangements are being made for the installation of the traffic control signal.*
 - B. *Five or more reported crashes in a 12-month period that are susceptible to correction by a multi-way stop installation. Such crashes include right-turn and left-turn collisions as well as right-angle collisions.*
 - C. *Minimum volumes:*
 - 1. *The vehicular volume entering the intersection from the major street approaches (total of both approaches) averages at least 300 vehicles per hour for any 8 hours of an average day; and*
 - 2. *The combined vehicular, pedestrian, and bicycle volume entering the intersection from the minor street approaches (total of both approaches) averages at least 200 units per hour for the same 8 hours, with an average delay to minor-street vehicular traffic of at least 30 seconds per vehicle during the highest hour; but*
 - 3. *If the 85th-percentile approach speed of the major-street traffic exceeds 40 mph, the minimum vehicular volume warrants are 70 percent of the values provided in Items 1 and 2.*
 - D. *Where no single criterion is satisfied, but where Criteria B, C.1, and C.2 are all satisfied to 80 percent of the minimum values. Criterion C.3 is excluded from this condition.*

Option:

- 05 *Other criteria that may be considered in an engineering study include:*
- A. *The need to control left-turn conflicts;*
 - B. *The need to control vehicle/pedestrian conflicts near locations that generate high pedestrian volumes;*
 - C. *Locations where a road user, after stopping, cannot see conflicting traffic and is not able to negotiate the intersection unless conflicting cross traffic is also required to stop; and*
 - D. *An intersection of two residential neighborhood collector (through) streets of similar design and operating characteristics where multi-way stop control would improve traffic operational characteristics of the intersection.*

LOCUS MAP



PAGE STREET AT LAYDON STREET

PAGE STREET & LAYDON STREET

CITY OF MANCHESTER
DEPARTMENT OF HIGHWAYS



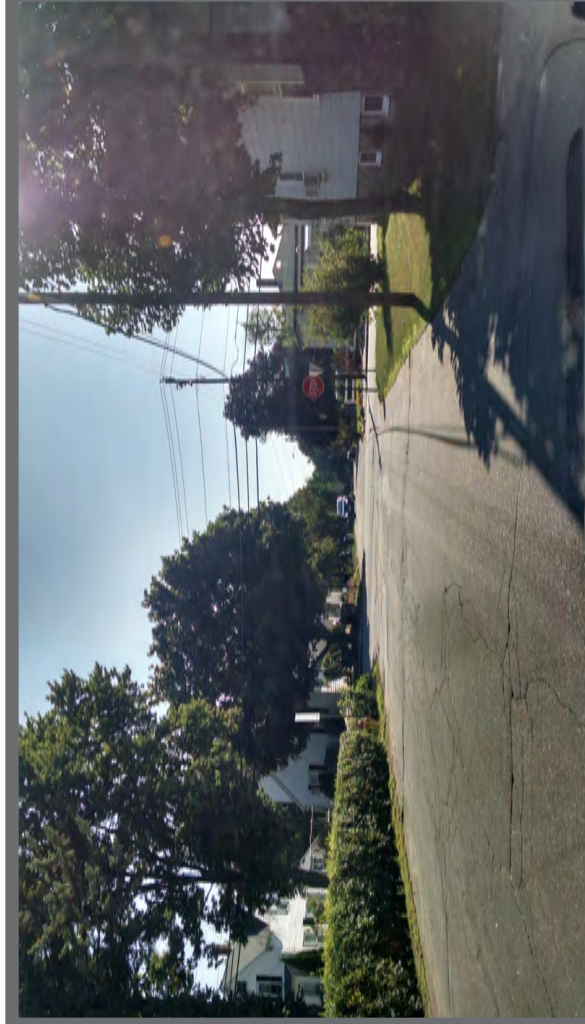
Page Street & Laydon Street Existing Conditions Photos (July 2016)



Page St NB Approach



Page St SB Approach



Laydon St EB Approach - Stop Controlled



Laydon St WB Approach - Stop Controlled

Speed Summary for Page St N-B @ Laydon St. - Volume by Speed - All

Time Start	Time End	1 to 10	11 to 20	21 to 30	31 to 40	41 to 50	51 to 60	61 to 70	71 to 80	81 to 90	91 to 100	Total Vehicles
12:00 AM	12:59 AM	0	7	27	16	0	0	0	0	0	0	50
1:00 AM	1:59 AM	0	5	23	13	0	1	0	0	0	0	42
2:00 AM	2:59 AM	0	7	17	6	1	0	0	0	0	0	31
3:00 AM	3:59 AM	0	3	12	8	0	0	0	0	0	0	23
4:00 AM	4:59 AM	0	7	36	11	0	0	0	0	0	0	54
5:00 AM	5:59 AM	2	17	123	50	3	0	0	0	0	0	195
6:00 AM	6:59 AM	5	19	233	112	1	2	0	1	0	0	373
7:00 AM	7:59 AM	0	25	273	157	1	0	0	0	0	0	456
8:00 AM	8:59 AM	2	24	331	188	4	0	0	0	0	0	549
9:00 AM	9:59 AM	2	45	321	151	5	0	0	0	0	0	524
10:00 AM	10:59 AM	2	44	343	156	2	0	0	0	0	0	547
11:00 AM	11:59 AM	1	32	320	134	3	0	0	0	0	0	490
12:00 PM	12:59 PM	0	49	334	161	5	0	0	0	0	0	549
1:00 PM	1:59 PM	2	30	336	138	3	0	0	0	0	0	509
2:00 PM	2:59 PM	2	38	318	145	7	0	0	0	0	0	510
3:00 PM	3:59 PM	1	23	345	192	4	0	0	0	0	0	565
4:00 PM	4:59 PM	0	28	369	175	1	0	0	0	0	0	573
5:00 PM	5:59 PM	2	40	348	196	4	0	0	0	0	0	590
6:00 PM	6:59 PM	0	27	282	144	1	0	0	0	0	0	454
7:00 PM	7:59 PM	1	22	279	120	4	0	0	0	0	0	426
8:00 PM	8:59 PM	0	27	226	65	1	0	1	0	0	0	320
9:00 PM	9:59 PM	2	29	144	42	8	0	0	0	0	0	225
10:00 PM	10:59 PM	1	12	98	37	3	0	0	0	0	0	151
11:00 PM	11:59 PM	0	14	54	19	1	1	0	0	0	0	89
Total		25	574	5192	2436	62	4	1	1	0	0	8295
%		0.3%	6.9%	62.6%	29.4%	0.7%	0%	0%	0%	0%	0%	0%

Approximate Vehicle Counts for Page St N-B @ Laydon St.

Time Start	Time End	7/26/2016	7/27/2016	7/28/2016	7/29/2016	7/30/2016	7/31/2016	8/1/2016	8/2/2016	8/3/2016
12:00 AM	12:59 AM	*	5	4	6	8	11	3	7	6
1:00 AM	1:59 AM	*	6	9	7	4	3	0	7	6
2:00 AM	2:59 AM	*	5	3	7	5	5	0	1	5
3:00 AM	3:59 AM	*	3	2	3	3	4	4	1	3
4:00 AM	4:59 AM	*	8	9	6	2	3	6	10	10
5:00 AM	5:59 AM	*	26	30	28	22	6	28	26	29
6:00 AM	6:59 AM	*	48	65	55	29	16	50	52	58
7:00 AM	7:59 AM	*	73	69	62	34	23	66	66	63
8:00 AM	8:59 AM	*	81	65	77	57	46	72	66	85
9:00 AM	9:59 AM	31	65	69	68	66	46	65	60	54
10:00 AM	10:59 AM	63	68	60	62	77	53	54	48	62
11:00 AM	11:59 AM	65	61	68	63	64	55	61	53	*
12:00 PM	12:59 PM	68	64	79	73	60	66	69	70	*
1:00 PM	1:59 PM	70	61	64	79	59	55	57	64	*
2:00 PM	2:59 PM	64	71	65	65	58	58	62	67	*
3:00 PM	3:59 PM	71	78	85	73	57	54	77	70	*
4:00 PM	4:59 PM	82	75	77	74	48	63	75	79	*
5:00 PM	5:59 PM	87	82	83	79	56	49	76	78	*
6:00 PM	6:59 PM	64	69	60	57	53	34	60	57	*
7:00 PM	7:59 PM	44	58	62	51	45	55	53	58	*
8:00 PM	8:59 PM	50	48	37	47	36	29	32	41	*
9:00 PM	9:59 PM	32	31	35	29	28	16	23	31	*
10:00 PM	10:59 PM	20	17	16	25	26	15	18	14	*
11:00 PM	11:59 PM	9	14	13	8	18	8	10	9	*
Total		820	1117	1129	1104	915	773	1021	1035	381
%		9.9%	13.5%	13.6%	13.3%	11%	9.3%	12.3%	12.5%	4.6%

Speed Summary for Page St S-B at Laydon St - Volume by Speed - All

Time Start	Time End	1 to 10	11 to 20	21 to 30	31 to 40	41 to 50	51 to 60	61 to 70	71 to 80	81 to 90	91 to 100	Total Vehicles
12:00 AM	12:59 AM	0	9	30	15	1	1	0	0	0	0	56
1:00 AM	1:59 AM	0	6	23	15	1	0	0	0	0	0	45
2:00 AM	2:59 AM	1	5	20	11	3	0	0	0	0	0	40
3:00 AM	3:59 AM	0	6	13	9	1	0	0	0	0	0	29
4:00 AM	4:59 AM	0	5	26	25	2	0	0	0	0	0	58
5:00 AM	5:59 AM	0	30	83	63	4	1	0	0	0	0	181
6:00 AM	6:59 AM	1	35	181	155	1	0	0	0	0	0	373
7:00 AM	7:59 AM	2	45	248	260	8	0	0	0	0	0	563
8:00 AM	8:59 AM	0	86	259	262	14	0	0	0	0	0	621
9:00 AM	9:59 AM	1	116	324	175	1	0	0	0	0	0	617
10:00 AM	10:59 AM	1	122	341	193	12	0	0	0	0	0	669
11:00 AM	11:59 AM	3	113	326	202	7	0	0	0	0	0	651
12:00 PM	12:59 PM	1	119	345	203	6	0	0	0	0	0	674
1:00 PM	1:59 PM	0	125	356	195	4	0	0	0	0	0	680
2:00 PM	2:59 PM	4	113	308	173	7	1	0	0	0	0	606
3:00 PM	3:59 PM	0	137	318	185	14	0	0	0	0	0	654
4:00 PM	4:59 PM	9	140	360	255	6	0	0	0	0	0	770
5:00 PM	5:59 PM	1	127	388	236	12	0	0	0	0	0	764
6:00 PM	6:59 PM	0	107	311	186	3	0	0	0	0	0	607
7:00 PM	7:59 PM	0	118	279	140	9	0	0	0	0	0	546
8:00 PM	8:59 PM	0	106	232	87	2	1	0	0	0	0	428
9:00 PM	9:59 PM	0	71	164	61	2	0	0	0	0	0	298
10:00 PM	10:59 PM	0	33	78	39	5	0	0	0	0	0	155
11:00 PM	11:59 PM	1	21	45	29	1	1	0	0	0	0	98
Total		25	1795	5058	3174	126	5	0	0	0	0	10183
%		0.2%	17.6%	49.7%	31.2%	1.2%	0%	0%	0%	0%	0%	0%

Approximate Vehicle Counts for Page St S-B at Laydon St

Time Start	Time End	7/26/2016	7/27/2016	7/28/2016	7/29/2016	7/30/2016	7/31/2016	8/1/2016	8/2/2016	8/3/2016
12:00 AM	12:59 AM	*	3	10	9	6	16	3	9	0
1:00 AM	1:59 AM	*	4	6	9	8	5	1	7	5
2:00 AM	2:59 AM	*	4	11	6	8	2	3	4	2
3:00 AM	3:59 AM	*	5	5	3	3	2	4	3	4
4:00 AM	4:59 AM	*	5	9	9	5	4	9	8	9
5:00 AM	5:59 AM	*	27	29	21	17	5	25	27	30
6:00 AM	6:59 AM	*	61	62	51	16	15	54	63	51
7:00 AM	7:59 AM	*	84	98	80	38	29	71	82	81
8:00 AM	8:59 AM	*	89	80	87	64	48	89	81	83
9:00 AM	9:59 AM	32	76	71	77	93	59	69	73	67
10:00 AM	10:59 AM	82	69	88	87	75	63	77	82	46
11:00 AM	11:59 AM	94	74	80	97	73	73	87	73	*
12:00 PM	12:59 PM	92	82	79	93	88	86	74	80	*
1:00 PM	1:59 PM	81	79	82	91	101	86	77	83	*
2:00 PM	2:59 PM	73	71	79	82	80	78	78	65	*
3:00 PM	3:59 PM	94	85	79	77	83	72	82	82	*
4:00 PM	4:59 PM	104	114	108	96	76	90	80	102	*
5:00 PM	5:59 PM	95	102	106	97	75	70	94	125	*
6:00 PM	6:59 PM	90	84	69	79	59	58	77	91	*
7:00 PM	7:59 PM	78	84	67	81	67	46	61	62	*
8:00 PM	8:59 PM	69	69	51	44	54	41	37	63	*
9:00 PM	9:59 PM	51	35	35	40	41	29	30	37	*
10:00 PM	10:59 PM	10	15	21	40	23	16	14	16	*
11:00 PM	11:59 PM	10	12	16	15	19	7	10	9	*
Total		1055	1333	1341	1371	1172	1000	1206	1327	378
%		10.4%	13.1%	13.2%	13.5%	11.5%	9.8%	11.8%	13%	3.7%

NB

Report for 6/4/2021 12:51:02 PM to 6/9/2021 9:59:59 AM

SPEED STATISTICS - 15 to 70+ by 5 MPH

Speed in MPH	1 - 15	16 - 20	21 - 25	26 - 30	31 - 35	36 - 40	41 - 45	46 - 50	51 - 55	56 - 60	61 - 65	66 - 70	71 - 75	76 - 999
Count	1401	280	750	2028	1709	445	51	5	4	0	0	0	0	0
Percent	21.0	4.2	11.2	30.4	25.6	6.7	0.8	0.1	0.1	0.0	0.0	0.0	0.0	0.0

Over Speed	15	20	25	30	35	40	45	50	55	60	65	70	75	999
Count	5272	4992	4242	2214	505	60	9	4	0	0	0	0	0	0
Percent	79.0	74.8	63.6	33.2	7.6	0.9	0.1	0.1	0.0	0.0	0.0	0.0	0.0	0.0

Percentile	5%	10%	15%	45%	50%	55%	85%	90%	95%
Speed	10	12	13	27	28	29	34	35	37

Average 26
 (Mean)

Pace Speed 26-35
 Number in 3737
 Pace
 Percent in 56.0
 Pace

SB

Report for 6/4/2021 12:51:02 PM to 6/9/2021 9:59:59 AM

SPEED STATISTICS - 15 to 70+ by 5 MPH

Speed in MPH	1 - 15	16 - 20	21 - 25	26 - 30	31 - 35	36 - 40	41 - 45	46 - 50	51 - 55	56 - 60	61 - 65	66 - 70	71 - 75	76 - 999
Count	205	158	806	2405	1605	358	56	7	2	0	0	0	0	0
Percent	3.7	2.8	14.4	42.9	28.7	6.4	1.0	0.1	0.0	0.0	0.0	0.0	0.0	0.0

Over Speed	15	20	25	30	35	40	45	50	55	60	65	70	75	999
Count	5397	5239	4433	2028	423	65	9	2	0	0	0	0	0	0
Percent	96.3	93.5	79.1	36.2	7.6	1.2	0.2	0.0	0.0	0.0	0.0	0.0	0.0	0.0

Percentile	5%	10%	15%	45%	50%	55%	85%	90%	95%
Speed	18	23	25	28	29	29	33	35	37

Average 29
 (Mean)

Pace Speed 25-34
 Number in 4190
 Pace
 Percent in 74.8
 Pace

COMBINED - NB, SB

Report for 6/4/2021 12:51:02 PM to 6/9/2021 9:59:59 AM

SPEED STATISTICS - 15 to 70+ by 5 MPH

Speed in MPH	1 - 15	16 - 20	21 - 25	26 - 30	31 - 35	36 - 40	41 - 45	46 - 50	51 - 55	56 - 60	61 - 65	66 - 70	71 - 75	76 - 999
Count	1606	438	1556	4433	3314	803	107	12	6	0	0	0	0	0
Percent	13.1	3.6	12.7	36.1	27.0	6.5	0.9	0.1	0.0	0.0	0.0	0.0	0.0	0.0

Over Speed	15	20	25	30	35	40	45	50	55	60	65	70	75	999
Count	10669	10231	8675	4242	928	125	18	6	0	0	0	0	0	0
Percent	86.9	83.3	70.7	34.6	7.6	1.0	0.1	0.0	0.0	0.0	0.0	0.0	0.0	0.0

Percentile	5%	10%	15%	45%	50%	55%	85%	90%	95%
Speed	11	13	18	28	29	29	33	35	37

Average 27
 (Mean)

Pace Speed 25-34
 Number in 7904
 Pace
 Percent in 64.4
 Pace

From: [Mayor](#)
To: [Smith, Lauren](#)
Subject: FW: PB Resignation
Date: Tuesday, July 06, 2021 2:18:33 PM

From: Dan LeClerc [mailto:djl91862@gmail.com]
Sent: Tuesday, July 06, 2021 1:55 PM
To: webmaster; Mayor
Subject: PB Resignation

Good afternoon Mayor Craig, I'm writing today to let you know that I have to resign as Chairman of the Manchester Planning Board, effective after the 7/15/21 meeting. Francine and I have decided that our home is too big for just the two of us, so we are downsizing and have bought a place in Amherst. It has been an honor to serve Manchester in this capacity, to work with all of the Planning Board volunteers and, of course, the best Planning Department in the State. Best of luck in your run for re-election. Thanks again, Dan LeClerc

Dan LeClerc

The Right-To-Know Law (RSA 91-A) provides that most e-mail communications, to or from City employees and City volunteers regarding the business of the City of Manchester, are government records available to the public upon request. Therefore, this email communication may be subject to public disclosure.

From: [Moreno-Mendez,Anabel](#)
To: [Smith,Lauren](#)
Subject: RE: Resignation of Commissioner Russell MHRA
Date: Tuesday, June 29, 2021 1:54:55 PM

Hi Lauren,

Commissioner Russell retired last month and submitted her original resignation to Chair Mike Lopez.
She followed up with us to today so as to allow for the nomination process of a new commissioner to move forward.

Best,

Anabel Moreno-Mendez

Community Engagement Manager

LGBTQ Liaison (She/Her/Hers)

Office of the Mayor

One City Hall Plaza

Manchester, NH 03101

T: 603.624.6500 E: amoreno@manchesternh.gov

[Download The Manchester Connect Mobile App](#)

From: Marion Russell [mailto:mgr200110@gmail.com]
Sent: Tuesday, June 29, 2021 1:21 PM
To: Moreno-Mendez,Anabel
Subject: Re: Replacement of Commissioner MHRA

Dear Anabel,

This letter is my Official Letter of Resignation as
Resident Commissioner of Manchester Housing
Redevelopment Authority.

I am now living with my son and no longer eligible
to be a Resident Commissioner. I served 14 years
and enjoyed my time with the other Commissioners.

Sincerely yours,
Marion G. Russell

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***Self-motivated financial professional
with sales, customer service, and management experience.***

SUMMARY

- Extensive experience in management, sales, customer service, recruitment, security skills, educational and training skills in diverse settings
- Organizes business campaigns and creates educational strategies to market products
- Increase sales and memberships through networking
- Experience working for private banks, governmental and educational organizations (locally and internationally) , nonprofit organizations, security entities, and a variety of businesses
- Strong bilingual Spanish and English communication skills

SKILLS

Supervision / Management

- Responsible for managing team of 5 marketers for Web-based business organization
- Managed & trained 16 telemarketers in how to market mortgage products
- Developed mortgage marketing training for telemarketers targeting potential NH & MA clients
- Managed & developed outreach strategies to market home mortgage products
- Managed & trained 2 workers to offer financial loans to customers to market home mortgage products
- Managed Banking, Education, and Environmental projects within the USA Embassy thru the Agency for international Development (USAID) with the goal of creating and expanding (NGOs) non-profit governmental organizations, and private businesses in both public and private sector of the Dominican Republic

Marketing / Media Relations

- Increased web memberships from private & public contractors, (7+/week)
- Coordinated network events to create co-op partnerships with businesses, including Hispanics in NH and MA
- Responsible for marketing campaigns, reaching out to Latino/Hispanic businesses in MA, RI, and NH
- Conducted sales events and business workshops with nonprofit and private businesses
- Coordinated media events, creating partnerships to increase print service sales
- Used telemarketing to produce 20+ daily leads, and 50+ home loans a week
- Conducted financial networking and workshops within non-profit and private businesses
- Increased memberships & banking products sales (individuals, public, and private)

Customer Service / Training

- Assisted and educated customers understand their finances and to become homeowners
- Provided referrals, origination and servicing of home loans
- Managed and developed outreach strategies to market home mortgage products
- Taught Spanish at college level, including lesson development, delivery and assessment
- Helped educate telemarketers to assist customers to understand their finances and to become homeowners

EDUCATION

Harvard University, Cambridge, MA
Business Leadership for Executive Leaders Certificate

Dartmouth College, Hanover, NH
Specialty training in Spanish

University of New Hampshire, Durham, NH
Master of Science, Forestry Economics

COMPUTER SKILLS

Windows XP/7/10, Microsoft Office 2007, MS Word, Excel, PowerPoint, Access, QuickBooks

WORK HISTORY

Retail Account Manager, IDT, Inc, Revere, MA 2012-2013
NH Retail Sales Manager

Truegreen/Servicesmaster, Inc., Londonderry, NH 2012 (*Temporary*)
NH Sales Representative

Securitas Security Services USA Inc, Manchester, NH 2006-Present
Patrol Security Officer Supervisor

Franklin Pierce College, Manchester & Nashua, NH 1993-Present
Spanish Faculty

NESUBCONTRACTORS.COM, Merrimack, NH 2008-2009
Regional Marketing Manager

SIGLO21 Newspaper, Lawrence, MA 2007-2008
Vice President of Public Affairs and Media Relations

Membership First Credit Union, Manchester, NH 2007-2008
Community Relations Specialist

Signature Mortgage, Salem, NH 2004-2006
Manager of Telemarketing Department and Mortgage Business Associate

Advance America Financial, Inc., Manchester, NH 2001-2004
Manager of Branch

FleetMortgage (Bank of America), Bedford, NH 1998-2001
Mortgage Loan Officer

US Agency for International Development -USA Embassy, Dom. Rep. 1990-1998
Banking, Education, and Environmental Project Officer, Sto Dgo, Dom. Rep.



CITY OF MANCHESTER

Joyce Craig
Mayor

MEMORANDUM

To: Board of Mayor and Aldermen
From: Mayor Joyce Craig
Date: July 6, 2021
Re: Nominations

Pursuant to Section 3.14(b) of the City Charter, please find below the following nomination, which will layover to the next meeting of the Board pursuant to Rule 20 of the Board of Mayor and Aldermen:

Parks and Recreation Commission

- Erika Connors to replace Sara Beaudry as a regular member, term to expire July 1, 2024
- Tammy Harrison to replace Steve Connors as a regular member, term to expire July 1, 2024

Heritage Commission

- Raymond Clement to succeed himself as a regular member, term to expire July 1, 2024
- Benjamin Pasley to succeed Michael Duffy as a regular member, term to expire July 1, 2024
- Linda Miccio to succeed Andrew Toland as an alternate member, term to expire July 1, 2024

Manchester Development Corporation

- Matt Wilhelm to fill a vacancy as a regular member, term to expire March 11, 2023

Board of Health

- Dr. Robert Ross to succeed himself as a regular member, term to expire July 1, 2024



ERIKA CONNORS

NH House of Representatives

PROFILE

Erika Connors is the owner and director of Melody Pines Day Camp, family owned and operated in Manchester's south end, since 1951. After 6 years on the Manchester School Board, Erika was elected to the New Hampshire House of Representatives, where she proudly represents the City of Manchester. She is a business owner, the mother of 3 school aged children, a coach, and an active community volunteer. She is a true leader and committed team player dedicated to problem solving, common sense planning, and constituent services.

CONTACT

PHONE:
603-669-9414

EMAIL:
Erika.connors@leg.state.nh.us

ADDRESS:
510 Corning Rd.
Manchester, NH 03109

EDUCATION

The Pennsylvania State University, University Park, PA 1997-2001
B.S. in Secondary Education – Social Studies GPA: 3.99/4.00
Minor in History GPA: 4.00 Minor in Geography GPA: 4.00

POLITICAL EXPERIENCE

New Hampshire House of Representatives
2017 - Present

In the Fall of 2017, Erika was elected to the New Hampshire House of Representatives in a special election, successfully turning the long-held seat from red to blue. Erika represents Hillsborough County District 15 and serves on the Committee for Resources and Recreation and as a Floor Leader.

Manchester Board of School Committee
2012-2017

Erika was elected to the Manchester Board of School Committee in the fall of 2012. She served as chair of the Committee on Curriculum and Instruction, and was a member of the Strategic Planning, Superintendent Search, Buildings and Sites, and Information and Technology Committees.

PROFESSIONAL EXPERIENCE

Melody Pines Day Camp – Owner/Director
2001 - Present

As the owner and director of Melody Pines Day Camp, Erika is responsible for the hiring, training, and supervision of 60 employees and the communication, registration, program, safety, and supervision of 900 children and their families each summer.

Londonderry School District – Social Studies Teacher
2001-2003

POLITICAL FRAMEWORK

Working beyond politics to increase opportunities for all.
Focusing our resources on the areas of greatest impact.
Supporting our public schools to ensure that every child receives a quality education.
Fighting for the health, safety, and success of Manchester, New Hampshire, and every citizen.

Executive Summary

Tammy Harrison is a result-driven leader focused on exemplary performance through strategic team leadership, managing complexity, and has a track record of problem solving skills. As an accomplished, award-winning Sales and Marketing Management professional, Tammy has demonstrated expertise in developing and executing successful sales and marketing plans, brand strategy, market and product development, professional education, corporate communications, as well as professional and consumer advertising and promotions in the healthcare industry.

An exceptional strategic thinker, with proven ability to lead complex and challenging programs, she has guided the successful industry launch of three entrepreneurial startup businesses in the medical device and healthcare informatics arenas as well as developed and implemented corporate image and brand footprint initiatives. With a successful track record of more than five global new product development efforts, as well as numerous local market product launches, she has consistently met and exceed activity, revenue, and profitability goals.

Her breadth of experience also includes; interfacing and developing international thought leaders, managing product portfolios across Accountable Care Organizations, hospital and health systems' administration, academic institutions, physician offices, long-term care facilities, and specialty practices. Having worked in over 25 different disease states, she has demonstrated repeatable growth in sales performance, formulary approvals, buy and bill model, contracting, and negotiating competencies, device, pharmaceutical, biologics, IV and injectable product sales while working in large, diverse territories across multiple states.

She has held a range of management positions in sales, marketing, and account management with leading healthcare organizations including C.R. Bard, Inc., Bausch & Lomb, GlaxoSmithKline, Amgen, and Novartis.

Tammy is able to interface within all levels of an organization, to lead, motivate, and get the job done. She is creative, goal-oriented, self-motivated, team builder, and has excellent communication and organizational skills. Tammy holds a Bachelor's of Science degree from Central Connecticut State University and a Master's in Business Administration from Southern New Hampshire University.

Experience

NOVARTIS, Associate Director, Cellular Therapy, Boston, MA

— 2017 - Present

Commercial expertise in pre- and post-market approval of the first FDA-approved CAR-T therapy. DLBCL and ALL disease state expertise, cell and gene therapy operations including cell collection and processing, supply chain management, order processing, finance, quality, market access, reimbursement, clinical, regulatory/policy, and KOL development.

- Responsible for driving demand and serving as commercial “quarterback” in a highly complex, patient-focused environment in a coordinated fashion with MSLs, Tissue Operations, Value & Access, OBU, and marketing to provide exceptional customer care and patient experience
- Develop overall strategy which includes planning and tactical implementation for assigned sites to create access, develop partnership opportunities and advance utilization as well as sales pull through
- Responsible for commercial business development and relationship management with KOLs with an emphasis on quality, value, and outcomes
- Build key sustainable relationships from the ground up with C and D suite executives to ensure ongoing access; effective communications and collaboration with all site personnel to drive utilization; coordinate education of all key stakeholders in hospital and community which includes clinical, finance, pharmacy and executive leaders
- Collaborate with an internal cross-functional team to maintain quality throughout the entire supply chain; plan and conduct initial and ongoing site training across multiple departments and stakeholders
- Maintain the highest level of customer and patient support while presenting economic and clinical data to treatment teams, private, and public payers.
- Presents billing/coding, policy/coverage and reimbursement mechanisms associated with inpatient and outpatient (buy & bill) CAR-T infusions to essential stakeholders (ie revenue cycle, CFO/finance, managed care contracting and policy, etc.)

- Lead high-level negotiations to complete complex hospital contracts and legal agreements

AMGEN, Sr. Oncology Specialist, Boston, MA

— 2015 - 2017

Manage over \$30MM in business for brands across inpatient and outpatient settings across multiple specialties including oncology, hematology, surgery, dermatology, urology, and pharmacy in academic institutions

- Develop product strategies, account planning, and tactical execution of innovative, immunotherapy launch product as well as our core growth factor and monoclonal antibody product portfolio
 - Ranked top 5% for launch product year 1
 - Ranked top 20% for total product portfolio (started when territory was at the bottom 10%)
 - Two XGEVA marketing awards for largest growth 2 consecutive semesters
 - Ranked #1 in district on resource utilization
 - Create access and partnership opportunities to advance the business and pull through marketing initiatives
 - Develop KOL advocates and speakers
 - Coordinate Marketing personnel, Sales Management, and Consultant activities
 - Coordinate education of key stakeholders and influencers throughout the hospital and communicate the value to the treatment team
 - #1 in New England for new immunotherapy adoption
 - #1 in district on executing dinner programs and inservices
 - Facilitate sponsorship at educational opportunities
 - Build key business relationships with C-Suite level personnel and key influencers/decision-makers to ensure access for patients
 - Present health outcome data and other payer materials to the hospital stakeholders
 - Meet with hospital P&T committee members to discuss therapies, value propositions, and contract negotiations
-

TAMMY HARRISON
02101

150 RIVERWALK WAY, MANCHESTER, NH
(603) 759-4261 mobile
windstarharrison@gmail.com

- Influenced formulary inclusion and updated patient pathways at academic institutions including Partner's Healthcare, Dana Farber, Brigham & Woman's Hospital, Beth Israel Deaconess, Tufts Medical Center, Massachusetts General Hospital, Boston Medical Center, and Cambridge Health Alliance
- Lead the operationalizing of an innovative, one-of-a-kind viral therapy at academic institutions which included initial site training including product PI, patient education, pharmacy and clinic logistics
- Brand Marketing sales liaison for Xgeva and Prolia

GlaxoSmithKline, MA, ME, NH, and VT

Health Systems Account Manager — 2011 - 2015

Hospital Account Manager — 2009 - 2011

Critical and Supportive Care — 2008 - 2009

Senior Executive Sales Representative — 2001 - 2008

Managed over \$20MM in business for brands across inpatient and outpatient settings across multiple specialties including oncology, hematology, cardiology, pulmonology, neurology, psychology, surgery, hospitalists, dermatology, urology, and pharmacy

- Winner's Circle performance for outstanding goal achievement (4 years)
- Single point of contact for local and regional health systems
 - Developed and pulled through strategic account plans supporting 11 Health Systems by analyzing sales reports, identifying market trends, and capitalizing on market and brand opportunities
 - Directed team leader for four separate multidisciplinary teams (ME, NH, VT, and MA) supporting market development opportunities across multiple market segments: healthcare administration, clinicians, state agencies (Center for Disease Control, Medicaid, State quality forums), and payor markets
- Collaborated and supported hospital management (C-suite, Quality, Medical and Pharmacy) on population health using products and services to improve

-
- quality of care, patient health and satisfaction through identified adherence barriers; disease state education, device utilization, and clinician coaching
 - Gained access for GSK brands on health-system formularies by aligning products based on clinical, financial, and organizational needs of the customer
 - Managed GPO contract reviews, analysis, and performance for each customer to ensure contract optimization on a quarterly basis
 - One year rotation as East Coast Area Development Manager reporting to Area Vice President doing special projects, analytics, and running Territory Performance Reviews to provide strategic insight to colleagues in underperforming territories
 - Successfully launched new products and line extensions by securing product formulary positions at hospitals and health systems. Work with hospital stakeholders in driving the development of order sets and protocols for optimal patient management
 - Brand Marketing sales liaison for Advair Asthma, Imitrex, Promacta, Arixtra, and Entereg
 - Leadership Committee Liaison, new hire mentor for six new hires, Regional Trainer, Regional Computer Champion, and Management/Regional Development Program graduate

EnMed, Director of Marketing Communications, Burlington, MA

— 2000 - 2001

Vasca, Inc., Director, Marketing & Market Development, Tewksbury, MA

— 1998 - 2000

American Electromedics, Director, Sales & Marketing, Amherst, MA

— 1997 - 1998

Bard Cardiology, Senior Product Director, Billerica, MA

— 1993 - 1997

Polymer Technology, Advertising & Promotions Manager, Wilmington, MA

— 1987 - 1992

Other:

Indoor & Outdoor Track Coach, Bishop Brady High School, Concord, NH

— 2014 - 2018

Benjamin Pasley

306 Prospect Street, Manchester, NH 03104 | 603.943.1134 | benjamin.pasley2390@gmail.com

Small business manager and community leader dedicated to eliminating inequality and ensuring the representation of underserved groups in the Greater Manchester community. Community service includes membership and/or engagement with the following organizations:

- Greater Manchester Chamber
- Leadership Greater Manchester program
- Equity Leaders Fellowship (ELF) program
- 603 Forward
- New Hampshire Library Association
- LAUNCH Manchester

Key Skills and Accomplishments

- A genuine passionate to ensure diversity and equality in our community
- Honored in 2020 by Manchester Mayor Joyce Craig for being recognized as the first Black Santa Clause in the State of New Hampshire
- Invited to join the LGM Board of Directors pending completion of program
- Organically grew Bookery Manchester's overall social media presence from 1,200 to 10,000 followers through trend searches and daily video postings using Hootsuite and Sprout Social
- Single-handedly created Bookery Manchester's e-commerce system using Squarespace CMS, ChrisLands e-commerce software, and Basil bookselling software
- Implemented new system and procedure at Jack's Pizza, resulting in a 125% increase in employee tips
- Strong leadership, communication, and mentoring skills

Professional Experience

Bookery Manchester

General Manager ----- September 2019–present

- Manage day-to-day operations of both café and bookstore, including employee management, inventory management, and marketing communications
- Maintain Bookery Manchester's social media marketing across multiple channels, including daily posts and videos, using Sprout Social and Hootsuite social media software programs
- Produce twice-monthly newsletter highlighting in-store events and promotions
- Interview, hire, and train Bookery Manchester's expanding and diverse workforce
- Foster community engagement through in-store events and social media marketing
- Manage sales and inventory through Toast and Basil point of sale systems
- Monitor/fulfill online sales and maintain online sales system

Jack's Pizza, Pittsfield, NH

Store Manager ----- March 2019–August 2019

- Managed and mentored 15 employees
- Managed time sheets, payroll, and employee schedule and vacation time
- Placed vendor orders, balanced books, and made bank deposits

- Maintained store social media and made regular promotional posts

ZOLL Medical Corporation, Chelmsford, MA

Customer Service Representative ----- July 2016–March 2019

- Entered and closed customer cases, inquiries, and purchase orders into Salesforce CRM and ensured optimal experience for each customer by providing exceptional service
- Responded to customer inquiry calls, assessed customers' needs/concerns and provided appropriate solutions
- Worked across multiple applications as needed
- Applied corrective action processes to accurately resolve customer order issues

Shipping/Receiving Clerk ----- December 2013–July 2016

- Processed outgoing shipments, including packages, crates, and pallets
- Ensured that shipments complied with transportation procedures and regulations
- Maintained shipping area by ensuring sufficient inventory of shipping materials
- Assisted in training new employees

Qdoba Restaurant, Merrimack, NH

Assistant Manager ----- January 2012–December 2013

- Led service associates in absence of manager; assisted in hiring, training, and evaluating employees
- Independently performed various opening/closing duties

Education and Certificates

Associate's Degree, Medical Assistance ----- Hesser College

Front-Line Managers Certificate Program ----- NHTI—Concord's Community College

Leadership Certificate Program ----- NHTI—Concord's Community College

Leadership Greater Manchester Leadership Certificate Program ----- Greater Manchester Chamber

LINDA L. MICCIO
125 BELLEVUE STREET
MANCHESTER, NH 03103
h-603-644-5672
c-603-493-9970
email – molliegal@comcast.net

I am a life-long resident of the City of Manchester. I was employed with the City of Manchester for 37 and a half year and wish to continue serving my community.

WORK EXPERIENCE:

- 1977 City of Manchester Fire Department-Retired 2014 – Business Administrator

EDUCATION:

- Graduate Manchester Memorial High School-Class of 1974
- Hesser Business College Manchester, NH -Associates Degree-Business-1976
- Notre Dame College Manchester, NH-Bachelor Degree-Paralegal Studies-1997

EXPERIENCE:

- Past Clerk of the City of Manchester Waterworks Commission-term ended March 2021.
- Presently Secretary Treasurer Manchester Retired Firefighters Association
- Presently Vice Regent Buntin Rumford Webster Chapter Daughters of the American Revolution
- Volunteer at the Manchester Police Mounted Patrol Division
- Board Member VAVS Veterans Affairs Voluntary Services Advisory Committee, Appointed by National Society Daughters of the American Revolution
- Volunteer at Manchester Historical Society- presently working on a project to catalog Goodwin Funeral Home records

- Member NH Old Graveyard Association

INTERESTS:

- My family, history, cemeteries, bird photography, gardening, New Hampshire, and my City.

MATTHEW WILHELM

100 Magnolia Road · Manchester, NH 03104 · 603-377-6214 · mbwilhelm@gmail.com

2018 – PRESENT

MANAGING MEMBER, MAKE IT BETTER, LLC

Landlord/property manager of mission-driven, mixed-use properties in downtown Manchester: dorm-style AmeriCorps housing (99 Manchester St.), City Year NH offices (101 Manchester St.)

2013 – PRESENT

NONPROFIT & POLITICAL CONSULTANT

Clients include Palace Theatre, City Year New Hampshire, Pete for America, Calling All Crows, etc.

2015 – 2019

EXECUTIVE DIRECTOR, OLD SOL ALLIANCE, INC.

Leveraging Live Music to Create Positive Community Impact Through Service

- Created public/private/nonprofit model for 330-capacity Rex Theater; developed \$1MM capital campaign plan; built relationships with key stakeholder groups include arts organizations, businesses, civic groups, public officials, foundation, and major donors
- Managed 4-member staff, 7-member board; led systems creation from scratch including HR, accounting, IT, events, sponsorships, CRM, governance, and organizational culture
- Established Concert Corps summer pilot (2018, 2019) in partnership with UNH's Center for Social Innovation & Enterprise, REVERB, Calling All Crows, and Palace Theatre Trust

2008 – 2017

CONTRACTOR, OLD SOL PRODUCTIONS, LLC

Touring Artist & Production Management

- Advanced/managed daily itineraries for 20+ member touring operation, including principal(s) with families, radio/TV/print media and nonprofit campaign integration
- Roles Include: Tour Manager, Asst. Production Manager, Lighting Director, Merchandise
- Artists: DISPATCH (2001-2019 – North America, Europe, Australia), Chadwick Stokes & State Radio (2008-2018 – North America, Europe), Guster (2013), Dr. Dog (2017), etc.
- Venues: Red Rocks Amphitheatre (6), Madison Square Garden (5), TD Garden (3), Fillmore (3), Telluride Bluegrass Festival (2), Greek Theatre (2), Radio City Music Hall, etc.

2008 - 2013

PROGRAM DIRECTOR, CALLING ALL CROWS

- Co-led startup operations for nonprofit organization that partners with touring musicians and fans to create change through service and activism; built/managed active network of volunteers (ages 15-35) through continuous leadership training and coaching, resulting in \$300K raised for humanitarian causes and 20K+ hours of service to local communities

2007 - 2008

CO-FOUNDER & NH FIELD DIRECTOR, SERVENEXT

- Organized local volunteers to attend presidential candidate events; led pledge campaign to expand AmeriCorps, supported by then-U.S. Senators Obama, McCain, Clinton, others
- Built grassroots/grasstops support for the Edward M. Kennedy Serve America Act (2009)

PUBLIC SERVICE

2019 – PRESENT

NH STATE REPRESENTATIVE, MANCHESTER WARDS 1, 2 & 3 (HILLS. 42)

- Senior Assistant Democratic Leader; Chair, Committee to Elect House Democrats; and Deputy Ranking Member, House State-Fed & Veterans Affairs Committee (2021-Present)
- House Appointee, Volunteer NH Board of Directors (2019-Present)
- Chair, Service Year Workforce Pathways Commission (2019-2020)
- Member, House Legislative Administration Committee (2019-2020)
- Recognition: Manchester City Democrats' Flag Day Award (2021), NH Young Democrats' Legislator of the Year (2021), State Leadership Award (America's Service Commissions, 2020), Stoneman-Brown National Service Advocate of the Year (Voices for National Service, 2020), 40 Under Forty (NH Union Leader, 2019)

2005 - 2007

AMERICORPS TEAM LEADER, CITY YEAR NEW HAMPSHIRE

- Led diverse team of young adults in full-time service at Somersworth Middle School, providing tutoring, mentoring, peer mediation training, and after school programming
- Led brand-building projects in advance of hosting City Year's convention in Manchester
- Led a team in design and production of programming for 600+ City Year staff and corps
- Co-led Concert Corps pilot program connecting touring musicians and fans with service; partnered with nonprofit REVERB on national college tour featuring Guster
- Recognition: Spirit of New Hampshire Award for National Service (2007), Bill & Hillary Clinton National Service Innovation Award (2006)

COMMUNITY ENGAGEMENT

- Member, States for Service Leadership Council (2020-Present)
- Member, Calling All Crows Board of Directors (2020-Present)
- Member, Girls at Work, Inc. Board of Directors (2018-2019)
- Participant, Leadership Greater Manchester, Chamber of Commerce (2015-2016)
- Member, City Year New Hampshire Alumni Board (2014-2016)

EDUCATION

CLASS OF 2016

MASTER'S OF PUBLIC ADMINISTRATION, UNIVERSITY OF NEW HAMPSHIRE

- Graduate Fellowship: College for Social Innovation
- Recognition: Winner of the NH Social Venture Innovation Challenge (2015)

CLASS OF 2004

BACHELOR'S OF ARTS, PLYMOUTH STATE UNIVERSITY

- Major: Communication Studies, Minor: Political Science
- Extracurriculars: Student Body President, Senate Speaker, Residential Life Staff
- Internships: Office of Governor John Lynch, DISPATCH, Fabrication Films
- Recognition: Top 20 Senior Award (2004), Dedication to Student Development Award (2004), Harold E. Hyde Student Senator of the Year Award (2003)

CLASS OF 2000

BISHOP GUERTIN HIGH SCHOOL

- Extracurriculars: Senior Class President, Choir, Hugh O'Brien Youth Leadership (HOBY)
- Recognition: Senior Award (2000), Larry T. Elliot Loyalty Award (2000)



THE STATE OF NEW HAMPSHIRE
DEPARTMENT OF TRANSPORTATION



Victoria F. Sheehan
Commissioner

William Cass, P.E.
Assistant Commissioner

July 12, 2021

City of Manchester
Joyce Craig, Mayor
1 City Hall Plaza
Manchester, NH 03101

Re: **Sale of State Owned Land in Manchester**
Salem-Manchester, IM-IP-093-1(174), 10418C

Dear Ms. Craig:

The New Hampshire Department of Transportation is proposing to sell 0.39 +/- of an acre of State owned land, with improvements, located at 915 Bodwell Road, in the City of Manchester. This parcel is identified on the Manchester Tax Records as Map 832, Lot 13A.

The Department is proceeding with the sale of this parcel of land, through Coldwell Banker (pending Governor and Executive Council approval), at the sale price of \$185,000.00. In addition, the Department will also charge an administrative fee of \$1,100.00. The sale will include the following conditions:

- No direct access to Interstate 93 will be granted.
- Project cost will not cover relocating the septic system or connecting it to municipal sewer. As such, the property will be sold "as is where is."

Pursuant to RSA 4:39-c, the Department is inquiring with the City of Manchester as to the City's interest in the property, prior to it being offered to the general public. I request that the City of Manchester please contact me within thirty (30) days concerning its interest in purchasing this property for the listed value.

If you have any questions, please feel free to contact either Sandra Newman, Property Agent for the Department, or myself, at the phone number listed below.

Sincerely,

Stephen G. LaBonte
Administrator
Bureau of Right-of-Way

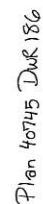
SGL/SJN/jl
Enclosures

Certified Mail

cc: Adam Smith, Assistant Bureau Administrator

Bureau of Right of Way
JO Morton Building – Room 100
7 Hazen Drive PO Box 483
Concord, NH 03302-0483
Tel: (603) 271-3222

Fax: (603) 271-6915





915 BODWELL ROAD
MANCHESTER



CITY OF MANCHESTER

PLANNING AND COMMUNITY DEVELOPMENT

Planning and Land Use Management
Building Regulations
Community Improvement Program
Zoning Board of Adjustment

Leon L. LaFreniere, AICP
Director

Pamela H. Goucher, AICP
Deputy Director - Planning & Zoning

Matthew M. Sink
Deputy Director - Building Regulations

Date: July 29, 2021

To: Honorable Board of Mayor and Aldermen

From: Leon L. LaFreniere, AICP
Director, Planning & Community Development

Subject: Intown Manchester

On June 15, 2021, I made certain requests for information from Intown Manchester in an effort to gain a more complete understanding of the scope of services provided including associated financial data. Since that time we have been working with Intown to secure reporting related to their activities during the most recent 3 year period. While I have received submittals in a narrative form that describe their efforts to provide services in the Central Business Service District, as of this time I have not received any supporting financial information. In discussions with the Finance Director and the City Solicitor's Office, it has been determined that it would be appropriate for the City to execute an independent audit of the financial records of Intown. As a result, I would request that the Finance Director and City Solicitor be authorized to secure professional services for this purpose.

Thank you for your consideration

City of Manchester
New Hampshire

In the year Two Thousand and Twenty One

A RESOLUTION

“Amending the FY 2021 Community Improvement Program, authorizing and decreasing funds in the amount of Three Hundred Thirty Nine Thousand Two Hundred Dollars (\$339,200) for the FY 2021 CIP 410821 Emergency Management Equipment & Supplies.”

Resolved by the Board of Mayor and Aldermen of the City of Manchester as follows:

WHEREAS, the Board of Mayor and Aldermen has approved the 2021 CIP as contained in the 2021 CIP budget; and

WHEREAS, the 2021 CIP contains all sources of funds to be used in the execution of projects; and

WHEREAS, the Board of Mayor and Aldermen wishes to decrease funding from the New Hampshire Department of Justice for emergency management equipment and supplies ;

NOW, THEREFORE, be it resolved that the 2021 CIP be amended as follows:

By decreasing:

FY 2021 CIP 410821 Emergency Management Equipment & Supplies- \$339,200 Federal;

Resolved, that this Resolution shall take effect upon its passage

City of Manchester
New Hampshire

In the year Two Thousand and Twenty One

A RESOLUTION

“Amending the FY2022 Community Improvement Program, authorizing and appropriating funds in the amount of Four Million One Hundred Thousand Dollars (\$4,100,000) for the FY 2022 CIP 712022 FY2022 30" Water Main Installation-Londonderry Tanks to Rt 28.”

Resolved by the Board of Mayor and Aldermen of the City of Manchester as follows:

WHEREAS, the Board of Mayor and Aldermen has approved the 2022 CIP as contained in the 2022 CIP budget; and

WHEREAS, the 2022 CIP contains all sources of funds to be used in the execution of projects; and

WHEREAS, the Board of Mayor and Aldermen wishes to allocate STATE funding from the NH Drinking Water Groundwater Trust Fund Grant to provide one-time funding to install a 30" water main from Joseph Drive in Londonderry connecting to Rockingham Road (Route 28).

NOW, THEREFORE, be it resolved that the 2022 CIP be amended as follows:

By adding:

FY2022 CIP 712022 30" Water Main Installation-Londonderry Tanks to Rt 28 - \$4,100,000
STATE

Resolved, that this Resolution shall take effect upon its passage

City of Manchester *New Hampshire*

In the year Two Thousand and Twenty One

A RESOLUTION

“Authorizing Bonds, Notes or Lease Purchases in the amount of Fifty Four Thousand Dollars (\$54,000) for the 2022 CIP 510122 Canal Park Construction (DPW Parks).”

Resolved by the Board of Mayor and Aldermen of the City of Manchester as follows:

SECTION 1. That there be and hereby is authorized under and pursuant to the Municipal Finance Act, and any other enabling authority, the issuance and sale of general obligation serial bonds, notes or lease purchases of the City in the aggregate principal amount of Fifty Four Thousand Dollars (\$54,000) as one or more separate bond, note or lease purchase issues for purposes stated in Section 3 of said Act, as more specifically hereinafter indicated. The bonds, notes or lease purchases of each issue shall bear the City Seal, shall be signed by the manual or facsimile signature of the Mayor, countersigned by the manual or facsimile signature of the Finance Officer and shall be payable in such annual installments as shall be determined by the Finance Officer with the approval of the Mayor. Except as otherwise provided by law and this Resolution, discretion to fix the date, maturities, denomination, place of payment, form and other details of each issue of said bonds, notes or lease purchases and of providing for the sale thereof is hereby delegated to the Finance Officer.

SECTION 2. That the proceeds of said bonds, notes or lease purchases be and they are hereby appropriated for the purpose of financing costs of the following public works and improvements of a permanent nature, hereby authorized namely,

Purpose	Amount
2022 –	
CIP 510122 Canal Park Construction (DPW Parks)	\$54,000

It is hereby declared that the vehicles to be financed by said bonds, notes or lease purchases have a useful life in excess of 10 years.

SECTION 3. That the Finance Officer, with the approval of the Mayor, is hereby authorized to issue at one time or from time to time notes in anticipation of said bonds, notes or lease purchases and to renew or refund the same under and pursuant to and to the extent authorized by RSA 33:7a.

SECTION 4. That an amount sufficient to pay the principal of and interest on said bonds, notes or lease purchases payable in each year during which they are outstanding be and hereby is appropriated and, to the extent other funds are not available for such purpose, said amount shall be included in the tax levy for each year until the debt represented by said bonds, notes or lease purchases is extinguished.

City of Manchester
New Hampshire

In the year Two Thousand and Twenty One

A RESOLUTION

“Authorizing Bonds, Notes or Lease Purchases in the amount of Fifty Four Thousand Dollars (\$54,000) for the 2022 CIP 510122 Canal Park Construction (DPW Parks).”

Resolved by the Board of Mayor and Aldermen of the City of Manchester as follows:

SECTION 5. That the bonds, notes or lease purchases herein authorized may be consolidated with any other issue of bonds, notes or lease purchases heretofore or hereafter authorized, provided that the last annual installment of any such consolidated issue shall be payable not later than the date on which the last annual installment of the bonds, notes or lease purchases herein authorized must be payable pursuant to this Resolution.

SECTION 6. This Resolution shall take effect upon its passage.

City of Manchester *New Hampshire*

In the year Two Thousand and Twenty One

A RESOLUTION

“Authorizing Bonds, Notes or Lease Purchases in the amount of One Hundred Twenty Five Thousand Dollars (\$125,000) for the 2022 CIP 510222 Dorrs Pond Dam Safety Repair (DPW Parks).”

Resolved by the Board of Mayor and Aldermen of the City of Manchester as follows:

SECTION 1. That there be and hereby is authorized under and pursuant to the Municipal Finance Act, and any other enabling authority, the issuance and sale of general obligation serial bonds, notes or lease purchases of the City in the aggregate principal amount of One Hundred Twenty Five Thousand Dollars (\$125,000) as one or more separate bond, note or lease purchase issues for purposes stated in Section 3 of said Act, as more specifically hereinafter indicated. The bonds, notes or lease purchases of each issue shall bear the City Seal, shall be signed by the manual or facsimile signature of the Mayor, countersigned by the manual or facsimile signature of the Finance Officer and shall be payable in such annual installments as shall be determined by the Finance Officer with the approval of the Mayor. Except as otherwise provided by law and this Resolution, discretion to fix the date, maturities, denomination, place of payment, form and other details of each issue of said bonds, notes or lease purchases and of providing for the sale thereof is hereby delegated to the Finance Officer.

SECTION 2. That the proceeds of said bonds, notes or lease purchases be and they are hereby appropriated for the purpose of financing costs of the following public works and improvements of a permanent nature, hereby authorized namely,

Purpose	Amount
2022 –	
CIP 510222 Dorrs Pond Dam Safety Repair (DPW Parks)	\$125,000

It is hereby declared that the vehicles to be financed by said bonds, notes or lease purchases have a useful life in excess of 10 years.

SECTION 3. That the Finance Officer, with the approval of the Mayor, is hereby authorized to issue at one time or from time to time notes in anticipation of said bonds, notes or lease purchases and to renew or refund the same under and pursuant to and to the extent authorized by RSA 33:7a.

SECTION 4. That an amount sufficient to pay the principal of and interest on said bonds, notes or lease purchases payable in each year during which they are outstanding be and hereby is appropriated and, to the extent other funds are not available for such purpose, said amount shall be included in the tax levy for each year until the debt represented by said bonds, notes or lease purchases is extinguished.

City of Manchester
New Hampshire

In the year Two Thousand and Twenty One

A RESOLUTION

“Authorizing Bonds, Notes or Lease Purchases in the amount of One Hundred Twenty Five Thousand Dollars (\$125,000) for the 2022 CIP 510222 Dorrs Pond Dam Safety Repair (DPW Parks).”

Resolved by the Board of Mayor and Aldermen of the City of Manchester as follows:

SECTION 5. That the bonds, notes or lease purchases herein authorized may be consolidated with any other issue of bonds, notes or lease purchases heretofore or hereafter authorized, provided that the last annual installment of any such consolidated issue shall be payable not later than the date on which the last annual installment of the bonds, notes or lease purchases herein authorized must be payable pursuant to this Resolution.

SECTION 6. This Resolution shall take effect upon its passage.

City of Manchester *New Hampshire*

In the year Two Thousand and Twenty One

A RESOLUTION

“Authorizing Bonds, Notes or Lease Purchases in the amount of One Hundred Twenty Five Thousand Dollars (\$125,000) for the 2022 CIP 510422 Livingston Pool Repair (DPW Parks).”

Resolved by the Board of Mayor and Aldermen of the City of Manchester as follows:

SECTION 1. That there be and hereby is authorized under and pursuant to the Municipal Finance Act, and any other enabling authority, the issuance and sale of general obligation serial bonds, notes or lease purchases of the City in the aggregate principal amount of One Hundred Twenty Five Thousand Dollars (\$125,000) as one or more separate bond, note or lease purchase issues for purposes stated in Section 3 of said Act, as more specifically hereinafter indicated. The bonds, notes or lease purchases of each issue shall bear the City Seal, shall be signed by the manual or facsimile signature of the Mayor, countersigned by the manual or facsimile signature of the Finance Officer and shall be payable in such annual installments as shall be determined by the Finance Officer with the approval of the Mayor. Except as otherwise provided by law and this Resolution, discretion to fix the date, maturities, denomination, place of payment, form and other details of each issue of said bonds, notes or lease purchases and of providing for the sale thereof is hereby delegated to the Finance Officer.

SECTION 2. That the proceeds of said bonds, notes or lease purchases be and they are hereby appropriated for the purpose of financing costs of the following public works and improvements of a permanent nature, hereby authorized namely,

Purpose	Amount
2022 –	
CIP 510422 Livingston Pool Repair (DPW Parks)	\$125,000

It is hereby declared that the vehicles to be financed by said bonds, notes or lease purchases have a useful life in excess of 10 years.

SECTION 3. That the Finance Officer, with the approval of the Mayor, is hereby authorized to issue at one time or from time to time notes in anticipation of said bonds, notes or lease purchases and to renew or refund the same under and pursuant to and to the extent authorized by RSA 33:7a.

SECTION 4. That an amount sufficient to pay the principal of and interest on said bonds, notes or lease purchases payable in each year during which they are outstanding be and hereby is appropriated and, to the extent other funds are not available for such purpose, said amount shall be included in the tax levy for each year until the debt represented by said bonds, notes or lease purchases is extinguished.

City of Manchester
New Hampshire

In the year Two Thousand and Twenty One

A RESOLUTION

“Authorizing Bonds, Notes or Lease Purchases in the amount of One Hundred Twenty Five Thousand Dollars (\$125,000) for the 2022 CIP 510422 Livingston Pool Repair (DPW Parks).”

Resolved by the Board of Mayor and Aldermen of the City of Manchester as follows:

SECTION 5. That the bonds, notes or lease purchases herein authorized may be consolidated with any other issue of bonds, notes or lease purchases heretofore or hereafter authorized, provided that the last annual installment of any such consolidated issue shall be payable not later than the date on which the last annual installment of the bonds, notes or lease purchases herein authorized must be payable pursuant to this Resolution.

SECTION 6. This Resolution shall take effect upon its passage.

City of Manchester *New Hampshire*

In the year Two Thousand and Twenty One

A RESOLUTION

“Authorizing Bonds, Notes or Lease Purchases in the amount of Seventy Five Thousand Dollars (\$75,000) for the 2022 CIP 510522 Pine Grove Cemetery Expansion (DPW Parks).”

Resolved by the Board of Mayor and Aldermen of the City of Manchester as follows:

SECTION 1. That there be and hereby is authorized under and pursuant to the Municipal Finance Act, and any other enabling authority, the issuance and sale of general obligation serial bonds, notes or lease purchases of the City in the aggregate principal amount of Seventy Five Thousand Dollars (\$75,000) as one or more separate bond, note or lease purchase issues for purposes stated in Section 3 of said Act, as more specifically hereinafter indicated. The bonds, notes or lease purchases of each issue shall bear the City Seal, shall be signed by the manual or facsimile signature of the Mayor, countersigned by the manual or facsimile signature of the Finance Officer and shall be payable in such annual installments as shall be determined by the Finance Officer with the approval of the Mayor. Except as otherwise provided by law and this Resolution, discretion to fix the date, maturities, denomination, place of payment, form and other details of each issue of said bonds, notes or lease purchases and of providing for the sale thereof is hereby delegated to the Finance Officer.

SECTION 2. That the proceeds of said bonds, notes or lease purchases be and they are hereby appropriated for the purpose of financing costs of the following public works and improvements of a permanent nature, hereby authorized namely,

Purpose	Amount
2022 –	
CIP 510522 Pine Grove Cemetery Expansion (DPW Parks)	\$75,000

It is hereby declared that the vehicles to be financed by said bonds, notes or lease purchases have a useful life in excess of 10 years.

SECTION 3. That the Finance Officer, with the approval of the Mayor, is hereby authorized to issue at one time or from time to time notes in anticipation of said bonds, notes or lease purchases and to renew or refund the same under and pursuant to and to the extent authorized by RSA 33:7a.

SECTION 4. That an amount sufficient to pay the principal of and interest on said bonds, notes or lease purchases payable in each year during which they are outstanding be and hereby is appropriated and, to the extent other funds are not available for such purpose, said amount shall be included in the tax levy for each year until the debt represented by said bonds, notes or lease purchases is extinguished.

City of Manchester
New Hampshire

In the year Two Thousand and Twenty One

A RESOLUTION

“Authorizing Bonds, Notes or Lease Purchases in the amount of One Seventy Five Thousand Dollars (\$75,000) for the 2022 CIP 510522 Pine Grove Cemetery Expansion (DPW Parks).”

Resolved by the Board of Mayor and Aldermen of the City of Manchester as follows:

SECTION 5. That the bonds, notes or lease purchases herein authorized may be consolidated with any other issue of bonds, notes or lease purchases heretofore or hereafter authorized, provided that the last annual installment of any such consolidated issue shall be payable not later than the date on which the last annual installment of the bonds, notes or lease purchases herein authorized must be payable pursuant to this Resolution.

SECTION 6. This Resolution shall take effect upon its passage.

City of Manchester

New Hampshire

In the year Two Thousand and Twenty One

A RESOLUTION

“Authorizing Bonds, Notes or Lease Purchases in the amount of Two Hundred Thousand Dollars (\$200,000) for the 2022 CIP 510622 Playground Replacement (DPW-Parks).”

Resolved by the Board of Mayor and Aldermen of the City of Manchester as follows:

SECTION 1. That there be and hereby is authorized under and pursuant to the Municipal Finance Act, and any other enabling authority, the issuance and sale of general obligation serial bonds, notes or lease purchases of the City in the aggregate principal amount of Two Hundred Thousand Dollars (\$200,000) as one or more separate bond, note or lease purchase issues for purposes stated in Section 3 of said Act, as more specifically hereinafter indicated. The bonds, notes or lease purchases of each issue shall bear the City Seal, shall be signed by the manual or facsimile signature of the Mayor, countersigned by the manual or facsimile signature of the Finance Officer and shall be payable in such annual installments as shall be determined by the Finance Officer with the approval of the Mayor. Except as otherwise provided by law and this Resolution, discretion to fix the date, maturities, denomination, place of payment, form and other details of each issue of said bonds, notes or lease purchases and of providing for the sale thereof is hereby delegated to the Finance Officer.

SECTION 2. That the proceeds of said bonds, notes or lease purchases be and they are hereby appropriated for the purpose of financing costs of the following public works and improvements of a permanent nature, hereby authorized namely,

Purpose	Amount
2022—	
510622 Playground Replacement (DPW-Parks)	\$200,000

It is hereby declared that the vehicles to be financed by said bonds, notes or lease purchases have a useful life in excess of 15 years.

SECTION 3. That the Finance Officer, with the approval of the Mayor, is hereby authorized to issue at one time or from time to time notes in anticipation of said bonds, notes or lease purchases and to renew or refund the same under and pursuant to and to the extent authorized by RSA 33:7a.

SECTION 4. That an amount sufficient to pay the principal of and interest on said bonds, notes or lease purchases payable in each year during which they are outstanding be and hereby is appropriated and, to the extent other funds are not available for such purpose, said amount shall be included in the tax levy for each year until the debt represented by said bonds, notes or lease purchases is extinguished.

City of Manchester
New Hampshire

In the year Two Thousand and Twenty One

A RESOLUTION

“Authorizing Bonds, Notes or Lease Purchases in the amount of Two Hundred Thousand Dollars (\$200,000) for the 2022 CIP 510622 Playground Replacement (DPW-Parks).”

Resolved by the Board of Mayor and Aldermen of the City of Manchester as follows:

SECTION 5. That the bonds, notes or lease purchases herein authorized may be consolidated with any other issue of bonds, notes or lease purchases heretofore or hereafter authorized, provided that the last annual installment of any such consolidated issue shall be payable not later than the date on which the last annual installment of the bonds, notes or lease purchases herein authorized must be payable pursuant to this Resolution.

SECTION 6. This Resolution shall take effect upon its passage.

City of Manchester *New Hampshire*

In the year Two Thousand and Twenty One

A RESOLUTION

“Authorizing Bonds, Notes or Lease Purchases in the amount of Five Hundred Thousand Dollars (\$500,000) for the 2022 CIP 510722 Valley Cemetery Deferred Maintenance—P&R (DPW Parks).”

Resolved by the Board of Mayor and Aldermen of the City of Manchester as follows:

SECTION 1. That there be and hereby is authorized under and pursuant to the Municipal Finance Act, and any other enabling authority, the issuance and sale of general obligation serial bonds, notes or lease purchases of the City in the aggregate principal amount of Five Hundred Thousand Dollars (\$500,000) as one or more separate bond, note or lease purchase issues for purposes stated in Section 3 of said Act, as more specifically hereinafter indicated. The bonds, notes or lease purchases of each issue shall bear the City Seal, shall be signed by the manual or facsimile signature of the Mayor, countersigned by the manual or facsimile signature of the Finance Officer and shall be payable in such annual installments as shall be determined by the Finance Officer with the approval of the Mayor. Except as otherwise provided by law and this Resolution, discretion to fix the date, maturities, denomination, place of payment, form and other details of each issue of said bonds, notes or lease purchases and of providing for the sale thereof is hereby delegated to the Finance Officer.

SECTION 2. That the proceeds of said bonds, notes or lease purchases be and they are hereby appropriated for the purpose of financing costs of the following public works and improvements of a permanent nature, hereby authorized namely,

Purpose	Amount
2022 – CIP 510722 Valley Cemetery Deferred Maintenance—P&R (DPW Parks)	\$500,000

It is hereby declared that the vehicles to be financed by said bonds, notes or lease purchases have a useful life in excess of 15 years.

SECTION 3. That the Finance Officer, with the approval of the Mayor, is hereby authorized to issue at one time or from time to time notes in anticipation of said bonds, notes or lease purchases and to renew or refund the same under and pursuant to and to the extent authorized by RSA 33:7a.

SECTION 4. That an amount sufficient to pay the principal of and interest on said bonds, notes or lease purchases payable in each year during which they are outstanding be and hereby is appropriated and, to the extent other funds are not available for such purpose, said amount shall be included in the tax levy for each year until the debt represented by said bonds, notes or lease purchases is extinguished.

City of Manchester
New Hampshire

In the year Two Thousand and Twenty One

A RESOLUTION

“Authorizing Bonds, Notes or Lease Purchases in the amount of Five Hundred Thousand Dollars (\$500,000) for the 2022 CIP 510722 Valley Cemetery Deferred Maintenance—P&R (DPW Parks).”

Resolved by the Board of Mayor and Aldermen of the City of Manchester as follows:

SECTION 5. That the bonds, notes or lease purchases herein authorized may be consolidated with any other issue of bonds, notes or lease purchases heretofore or hereafter authorized, provided that the last annual installment of any such consolidated issue shall be payable not later than the date on which the last annual installment of the bonds, notes or lease purchases herein authorized must be payable pursuant to this Resolution.

SECTION 6. This Resolution shall take effect upon its passage.

City of Manchester *New Hampshire*

In the year Two Thousand and Twenty One

A RESOLUTION

“Authorizing Bonds, Notes or Lease Purchases in the amount of Two Hundred Fifty Thousand Dollars (\$250,000) for the 2022 CIP 510822 FY22 Deferred Maintenance Program-P&R (DPW-Parks).”

Resolved by the Board of Mayor and Aldermen of the City of Manchester as follows:

SECTION 1. That there be and hereby is authorized under and pursuant to the Municipal Finance Act, and any other enabling authority, the issuance and sale of general obligation serial bonds, notes or lease purchases of the City in the aggregate principal amount of Two Hundred Fifty Thousand Dollars (\$250,000) as one or more separate bond, note or lease purchase issues for purposes stated in Section 3 of said Act, as more specifically hereinafter indicated. The bonds, notes or lease purchases of each issue shall bear the City Seal, shall be signed by the manual or facsimile signature of the Mayor, countersigned by the manual or facsimile signature of the Finance Officer and shall be payable in such annual installments as shall be determined by the Finance Officer with the approval of the Mayor. Except as otherwise provided by law and this Resolution, discretion to fix the date, maturities, denomination, place of payment, form and other details of each issue of said bonds, notes or lease purchases and of providing for the sale thereof is hereby delegated to the Finance Officer.

SECTION 2. That the proceeds of said bonds, notes or lease purchases be and they are hereby appropriated for the purpose of financing costs of the following public works and improvements of a permanent nature, hereby authorized namely,

Purpose	Amount
2022 – CIP 510822 FY22 Deferred Maintenance Program-P&R (DPW-Parks)	\$250,000

It is hereby declared that the vehicles to be financed by said bonds, notes or lease purchases have a useful life in excess of 15 years.

SECTION 3. That the Finance Officer, with the approval of the Mayor, is hereby authorized to issue at one time or from time to time notes in anticipation of said bonds, notes or lease purchases and to renew or refund the same under and pursuant to and to the extent authorized by RSA 33:7a.

SECTION 4. That an amount sufficient to pay the principal of and interest on said bonds, notes or lease purchases payable in each year during which they are outstanding be and hereby is appropriated and, to the extent other funds are not available for such purpose, said amount shall be included in the tax levy for each year until the debt represented by said bonds, notes or lease purchases is extinguished.

City of Manchester
New Hampshire

In the year Two Thousand and Twenty One

A RESOLUTION

“Authorizing Bonds, Notes or Lease Purchases in the amount of Two Hundred Fifty Thousand Dollars (\$250,000) for the 2022 CIP 510822 FY22 Deferred Maintenance Program-P&R (DPW-Parks).”

Resolved by the Board of Mayor and Aldermen of the City of Manchester as follows:

SECTION 5. That the bonds, notes or lease purchases herein authorized may be consolidated with any other issue of bonds, notes or lease purchases heretofore or hereafter authorized, provided that the last annual installment of any such consolidated issue shall be payable not later than the date on which the last annual installment of the bonds, notes or lease purchases herein authorized must be payable pursuant to this Resolution.

SECTION 6. This Resolution shall take effect upon its passage.

City of Manchester

New Hampshire

In the year Two Thousand and Twenty One

A RESOLUTION

“Authorizing Bonds, Notes or Lease Purchases in the amount of One Hundred Fifty Thousand Dollars (\$150,000) for the 2022 CIP 510922 New Landscape and Irrigation (DPW-Facilities). ”

Resolved by the Board of Mayor and Aldermen of the City of Manchester as follows:

SECTION 1. That there be and hereby is authorized under and pursuant to the Municipal Finance Act, and any other enabling authority, the issuance and sale of general obligation serial bonds, notes or lease purchases of the City in the aggregate principal amount of One Hundred Fifty Thousand Dollars (\$150,000) as one or more separate bond, note or lease purchase issues for purposes stated in Section 3 of said Act, as more specifically hereinafter indicated. The bonds, notes or lease purchases of each issue shall bear the City Seal, shall be signed by the manual or facsimile signature of the Mayor, countersigned by the manual or facsimile signature of the Finance Officer and shall be payable in such annual installments as shall be determined by the Finance Officer with the approval of the Mayor. Except as otherwise provided by law and this Resolution, discretion to fix the date, maturities, denomination, place of payment, form and other details of each issue of said bonds, notes or lease purchases and of providing for the sale thereof is hereby delegated to the Finance Officer.

SECTION 2. That the proceeds of said bonds, notes or lease purchases be and they are hereby appropriated for the purpose of financing costs of the following public works and improvements of a permanent nature, hereby authorized namely,

Purpose	Amount
2022 –	
510922 New Landscape and Irrigation (DPW-Facilities)	\$150,000

It is hereby declared that the vehicles to be financed by said bonds, notes or lease purchases have a useful life in excess of 10 years.

SECTION 3. That the Finance Officer, with the approval of the Mayor, is hereby authorized to issue at one time or from time to time notes in anticipation of said bonds, notes or lease purchases and to renew or refund the same under and pursuant to and to the extent authorized by RSA 33:7a.

SECTION 4. That an amount sufficient to pay the principal of and interest on said bonds, notes or lease purchases payable in each year during which they are outstanding be and hereby is appropriated and, to the extent other funds are not available for such purpose, said amount shall be included in the tax levy for each year until the debt represented by said bonds, notes or lease purchases is extinguished.

City of Manchester
New Hampshire

In the year Two Thousand and Twenty One

A RESOLUTION

“Authorizing Bonds, Notes or Lease Purchases in the amount of One Hundred Fifty Thousand Dollars (\$150,000) for the 2022 CIP 510922 New Landscape and Irrigation (DPW-Facilities). ”

Resolved by the Board of Mayor and Aldermen of the City of Manchester as follows:

SECTION 5. That the bonds, notes or lease purchases herein authorized may be consolidated with any other issue of bonds, notes or lease purchases heretofore or hereafter authorized, provided that the last annual installment of any such consolidated issue shall be payable not later than the date on which the last annual installment of the bonds, notes or lease purchases herein authorized must be payable pursuant to this Resolution.

SECTION 6. This Resolution shall take effect upon its passage.

City of Manchester *New Hampshire*

In the year Two Thousand and Twenty One

A RESOLUTION

“Authorizing Bonds, Notes or Lease Purchases in the amount of Three Hundred Thousand Dollars (\$300,000) for the 2022 CIP 511022 Playground Replacement (DPW Parks –Schools).”

Resolved by the Board of Mayor and Aldermen of the City of Manchester as follows:

SECTION 1. That there be and hereby is authorized under and pursuant to the Municipal Finance Act, and any other enabling authority, the issuance and sale of general obligation serial bonds, notes or lease purchases of the City in the aggregate principal amount of Three Hundred Thousand Dollars (\$300,000) as one or more separate bond, note or lease purchase issues for purposes stated in Section 3 of said Act, as more specifically hereinafter indicated. The bonds, notes or lease purchases of each issue shall bear the City Seal, shall be signed by the manual or facsimile signature of the Mayor, countersigned by the manual or facsimile signature of the Finance Officer and shall be payable in such annual installments as shall be determined by the Finance Officer with the approval of the Mayor. Except as otherwise provided by law and this Resolution, discretion to fix the date, maturities, denomination, place of payment, form and other details of each issue of said bonds, notes or lease purchases and of providing for the sale thereof is hereby delegated to the Finance Officer.

SECTION 2. That the proceeds of said bonds, notes or lease purchases be and they are hereby appropriated for the purpose of financing costs of the following public works and improvements of a permanent nature, hereby authorized namely,

Purpose	Amount
2022 –	
CIP 511022 Playground Replacement (DPW Parks—Schools)	\$300,000

It is hereby declared that the vehicles to be financed by said bonds, notes or lease purchases have a useful life in excess of 15 years.

SECTION 3. That the Finance Officer, with the approval of the Mayor, is hereby authorized to issue at one time or from time to time notes in anticipation of said bonds, notes or lease purchases and to renew or refund the same under and pursuant to and to the extent authorized by RSA 33:7a.

SECTION 4. That an amount sufficient to pay the principal of and interest on said bonds, notes or lease purchases payable in each year during which they are outstanding be and hereby is appropriated and, to the extent other funds are not available for such purpose, said amount shall be included in the tax levy for each year until the debt represented by said bonds, notes or lease purchases is extinguished.

City of Manchester
New Hampshire

In the year Two Thousand and Twenty One

A RESOLUTION

“Authorizing Bonds, Notes or Lease Purchases in the amount of Three Hundred Thousand Dollars (\$300,000) for the 2022 CIP 511022 Playground Replacement (DPW Parks—Schools).”

Resolved by the Board of Mayor and Aldermen of the City of Manchester as follows:

SECTION 5. That the bonds, notes or lease purchases herein authorized may be consolidated with any other issue of bonds, notes or lease purchases heretofore or hereafter authorized, provided that the last annual installment of any such consolidated issue shall be payable not later than the date on which the last annual installment of the bonds, notes or lease purchases herein authorized must be payable pursuant to this Resolution.

SECTION 6. This Resolution shall take effect upon its passage.

City of Manchester *New Hampshire*

In the year Two Thousand and Twenty One

A RESOLUTION

“Authorizing Bonds, Notes or Lease Purchases in the amount of Five Hundred Thousand Dollars (\$500,000) for the 2022 CIP 511122 School Parking Lot Rehabilitation-P&R (DPW-Parks).”

Resolved by the Board of Mayor and Aldermen of the City of Manchester as follows:

SECTION 1. That there be and hereby is authorized under and pursuant to the Municipal Finance Act, and any other enabling authority, the issuance and sale of general obligation serial bonds, notes or lease purchases of the City in the aggregate principal amount of Five Hundred Thousand Dollars (\$500,000) as one or more separate bond, note or lease purchase issues for purposes stated in Section 3 of said Act, as more specifically hereinafter indicated. The bonds, notes or lease purchases of each issue shall bear the City Seal, shall be signed by the manual or facsimile signature of the Mayor, countersigned by the manual or facsimile signature of the Finance Officer and shall be payable in such annual installments as shall be determined by the Finance Officer with the approval of the Mayor. Except as otherwise provided by law and this Resolution, discretion to fix the date, maturities, denomination, place of payment, form and other details of each issue of said bonds, notes or lease purchases and of providing for the sale thereof is hereby delegated to the Finance Officer.

SECTION 2. That the proceeds of said bonds, notes or lease purchases be and they are hereby appropriated for the purpose of financing costs of the following public works and improvements of a permanent nature, hereby authorized namely,

Purpose	Amount
2022 –	
511122 School Parking Lot Rehabilitation-P&R (DPW-Parks)	\$500,000

It is hereby declared that the vehicles to be financed by said bonds, notes or lease purchases have a useful life in excess of 20 years.

SECTION 3. That the Finance Officer, with the approval of the Mayor, is hereby authorized to issue at one time or from time to time notes in anticipation of said bonds, notes or lease purchases and to renew or refund the same under and pursuant to and to the extent authorized by RSA 33:7a.

SECTION 4. That an amount sufficient to pay the principal of and interest on said bonds, notes or lease purchases payable in each year during which they are outstanding be and hereby is appropriated and, to the extent other funds are not available for such purpose, said amount shall be included in the tax levy for each year until the debt represented by said bonds, notes or lease purchases is extinguished.

City of Manchester
New Hampshire

In the year Two Thousand and Twenty One

A RESOLUTION

“Authorizing Bonds, Notes or Lease Purchases in the amount of Five Hundred Thousand Dollars (\$500,000) for the 2022 CIP 511122 School Parking Lot Rehabilitation-P&R (DPW-Parks). ”

Resolved by the Board of Mayor and Aldermen of the City of Manchester as follows:

SECTION 5. That the bonds, notes or lease purchases herein authorized may be consolidated with any other issue of bonds, notes or lease purchases heretofore or hereafter authorized, provided that the last annual installment of any such consolidated issue shall be payable not later than the date on which the last annual installment of the bonds, notes or lease purchases herein authorized must be payable pursuant to this Resolution.

SECTION 6. This Resolution shall take effect upon its passage.

City of Manchester *New Hampshire*

In the year Two Thousand and Twenty One

A RESOLUTION

“Authorizing Bonds, Notes or Lease Purchases in the amount of Five Hundred Seventy Five Thousand Dollars (\$575,000) for the 2022 CIP 710522 Purchase of 5 Buses (MTA).”

Resolved by the Board of Mayor and Aldermen of the City of Manchester as follows:

SECTION 1. That there be and hereby is authorized under and pursuant to the Municipal Finance Act, and any other enabling authority, the issuance and sale of general obligation serial bonds, notes or lease purchases of the City in the aggregate principal amount of Five Hundred Seventy Five Thousand Dollars (\$575,000) as one or more separate bond, note or lease purchase issues for purposes stated in Section 3 of said Act, as more specifically hereinafter indicated. The bonds, notes or lease purchases of each issue shall bear the City Seal, shall be signed by the manual or facsimile signature of the Mayor, countersigned by the manual or facsimile signature of the Finance Officer and shall be payable in such annual installments as shall be determined by the Finance Officer with the approval of the Mayor. Except as otherwise provided by law and this Resolution, discretion to fix the date, maturities, denomination, place of payment, form and other details of each issue of said bonds, notes or lease purchases and of providing for the sale thereof is hereby delegated to the Finance Officer.

SECTION 2. That the proceeds of said bonds, notes or lease purchases be and they are hereby appropriated for the purpose of financing costs of the following public works and improvements of a permanent nature, hereby authorized namely,

Purpose	Amount
2022 –	
710522 Purchase of 5 Buses (MTA)	\$575,000

It is hereby declared that the vehicles to be financed by said bonds, notes or lease purchases have a useful life in excess of 7 years.

SECTION 3. That the Finance Officer, with the approval of the Mayor, is hereby authorized to issue at one time or from time to time notes in anticipation of said bonds, notes or lease purchases and to renew or refund the same under and pursuant to and to the extent authorized by RSA 33:7a.

SECTION 4. That an amount sufficient to pay the principal of and interest on said bonds, notes or lease purchases payable in each year during which they are outstanding be and hereby is appropriated and, to the extent other funds are not available for such purpose, said amount shall be included in the tax levy for each year until the debt represented by said bonds, notes or lease purchases is extinguished.

City of Manchester
New Hampshire

In the year Two Thousand and Twenty One

A RESOLUTION

“Authorizing Bonds, Notes or Lease Purchases in the amount of Five Hundred Seventy Five Thousand Dollars (\$575,000) for the 2022 CIP 710522 Purchase of 5 Buses (MTA).”

Resolved by the Board of Mayor and Aldermen of the City of Manchester as follows:

SECTION 5. That the bonds, notes or lease purchases herein authorized may be consolidated with any other issue of bonds, notes or lease purchases heretofore or hereafter authorized, provided that the last annual installment of any such consolidated issue shall be payable not later than the date on which the last annual installment of the bonds, notes or lease purchases herein authorized must be payable pursuant to this Resolution.

SECTION 6. This Resolution shall take effect upon its passage.

City of Manchester *New Hampshire*

In the year Two Thousand and Twenty One

A RESOLUTION

“Authorizing Bonds, Notes or Lease Purchases in the amount of Fifty Thousand Dollars (\$50,000) for the 2022 CIP 710922 MER Program (Fleet)”

Resolved by the Board of Mayor and Aldermen of the City of Manchester as follows:

SECTION 1. That there be and hereby is authorized under and pursuant to the Municipal Finance Act, and any other enabling authority, the issuance and sale of general obligation serial bonds, notes or lease purchases of the City in the aggregate principal amount of Fifty Thousand Dollars (\$50,000) as one or more separate bond, note or lease purchase issues for purposes stated in Section 3 of said Act, as more specifically hereinafter indicated. The bonds, notes or lease purchases of each issue shall bear the City Seal, shall be signed by the manual or facsimile signature of the Mayor, countersigned by the manual or facsimile signature of the Finance Officer and shall be payable in such annual installments as shall be determined by the Finance Officer with the approval of the Mayor. Except as otherwise provided by law and this Resolution, discretion to fix the date, maturities, denomination, place of payment, form and other details of each issue of said bonds, notes or lease purchases and of providing for the sale thereof is hereby delegated to the Finance Officer.

SECTION 2. That the proceeds of said bonds, notes or lease purchases be and they are hereby appropriated for the purpose of financing costs of the following public works and improvements of a permanent nature, hereby authorized namely,

Purpose	Amount
2022– 710922 MER Program (Fleet)	\$50,000

It is hereby declared that the vehicles to be financed by said bonds, notes or lease purchases have a useful life in excess of 10 years.

SECTION 3. That the Finance Officer, with the approval of the Mayor, is hereby authorized to issue at one time or from time to time notes in anticipation of said bonds, notes or lease purchases and to renew or refund the same under and pursuant to and to the extent authorized by RSA 33:7a.

SECTION 4. That an amount sufficient to pay the principal of and interest on said bonds, notes or lease purchases payable in each year during which they are outstanding be and hereby is appropriated and, to the extent other funds are not available for such purpose, said amount shall be included in the tax levy for each year until the debt represented by said bonds, notes or lease purchases is extinguished.

City of Manchester
New Hampshire

In the year Two Thousand and Twenty One

A RESOLUTION

“Authorizing Bonds, Notes or Lease Purchases in the amount of Fifty Thousand Dollars (\$50,000) for the 2022 CIP 710922 MER Program (Fleet).”

Resolved by the Board of Mayor and Aldermen of the City of Manchester as follows:

SECTION 5. That the bonds, notes or lease purchases herein authorized may be consolidated with any other issue of bonds, notes or lease purchases heretofore or hereafter authorized, provided that the last annual installment of any such consolidated issue shall be payable not later than the date on which the last annual installment of the bonds, notes or lease purchases herein authorized must be payable pursuant to this Resolution.

SECTION 6. This Resolution shall take effect upon its passage.

City of Manchester *New Hampshire*

In the year Two Thousand and Twenty One

A RESOLUTION

“Authorizing Bonds, Notes or Lease Purchases in the amount of Five Hundred Sixty Nine Thousand Seven Hundred Ninety Eight Dollars (\$569,798) for the 2022 CIP 710922 MER Program (Police Dept.).”

Resolved by the Board of Mayor and Aldermen of the City of Manchester as follows:

SECTION 1. That there be and hereby is authorized under and pursuant to the Municipal Finance Act, and any other enabling authority, the issuance and sale of general obligation serial bonds, notes or lease purchases of the City in the aggregate principal amount of Five Hundred Sixty Nine Thousand Seven Hundred Ninety Eight Dollars (\$569,798) as one or more separate bond, note or lease purchase issues for purposes stated in Section 3 of said Act, as more specifically hereinafter indicated. The bonds, notes or lease purchases of each issue shall bear the City Seal, shall be signed by the manual or facsimile signature of the Mayor, countersigned by the manual or facsimile signature of the Finance Officer and shall be payable in such annual installments as shall be determined by the Finance Officer with the approval of the Mayor. Except as otherwise provided by law and this Resolution, discretion to fix the date, maturities, denomination, place of payment, form and other details of each issue of said bonds, notes or lease purchases and of providing for the sale thereof is hereby delegated to the Finance Officer.

SECTION 2. That the proceeds of said bonds, notes or lease purchases be and they are hereby appropriated for the purpose of financing costs of the following public works and improvements of a permanent nature, hereby authorized namely,

Purpose	Amount
2022– 710922 MER Program (Police Dept.)	\$569,798

It is hereby declared that the vehicles to be financed by said bonds, notes or lease purchases have a useful life in excess of 7 years.

SECTION 3. That the Finance Officer, with the approval of the Mayor, is hereby authorized to issue at one time or from time to time notes in anticipation of said bonds, notes or lease purchases and to renew or refund the same under and pursuant to and to the extent authorized by RSA 33:7a.

SECTION 4. That an amount sufficient to pay the principal of and interest on said bonds, notes or lease purchases payable in each year during which they are outstanding be and hereby is appropriated and, to the extent other funds are not available for such purpose, said amount shall be included in the tax levy for each year until the debt represented by said bonds, notes or lease purchases is extinguished.

City of Manchester
New Hampshire

In the year Two Thousand and Twenty One

A RESOLUTION

“Authorizing Bonds, Notes or Lease Purchases in the amount of Five Hundred Sixty Nine Thousand Seven Hundred Ninety Eight Dollars (\$569,798) for the 2022 CIP 710922 MER Program (Police Dept.).”

Resolved by the Board of Mayor and Aldermen of the City of Manchester as follows:

SECTION 5. That the bonds, notes or lease purchases herein authorized may be consolidated with any other issue of bonds, notes or lease purchases heretofore or hereafter authorized, provided that the last annual installment of any such consolidated issue shall be payable not later than the date on which the last annual installment of the bonds, notes or lease purchases herein authorized must be payable pursuant to this Resolution.

SECTION 6. This Resolution shall take effect upon its passage.

City of Manchester *New Hampshire*

In the year Two Thousand and Twenty One

A RESOLUTION

“Authorizing Bonds, Notes or Lease Purchases in the amount of One Million Three Hundred Thousand Dollars (\$1,300,000) for the 2022 CIP 710922 MER Program (Public Works).”

Resolved by the Board of Mayor and Aldermen of the City of Manchester as follows:

SECTION 1. That there be and hereby is authorized under and pursuant to the Municipal Finance Act, and any other enabling authority, the issuance and sale of general obligation serial bonds, notes or lease purchases of the City in the aggregate principal amount of One Million Three Hundred Thousand Dollars (\$1,300,000) as one or more separate bond, note or lease purchase issues for purposes stated in Section 3 of said Act, as more specifically hereinafter indicated. The bonds, notes or lease purchases of each issue shall bear the City Seal, shall be signed by the manual or facsimile signature of the Mayor, countersigned by the manual or facsimile signature of the Finance Officer and shall be payable in such annual installments as shall be determined by the Finance Officer with the approval of the Mayor. Except as otherwise provided by law and this Resolution, discretion to fix the date, maturities, denomination, place of payment, form and other details of each issue of said bonds, notes or lease purchases and of providing for the sale thereof is hereby delegated to the Finance Officer.

SECTION 2. That the proceeds of said bonds, notes or lease purchases be and they are hereby appropriated for the purpose of financing costs of the following public works and improvements of a permanent nature, hereby authorized namely,

Purpose	Amount
2022—	
710922 MER Program (Public Works)	\$1,300,000

It is hereby declared that the vehicles to be financed by said bonds, notes or lease purchases have a useful life in excess of 10 years.

SECTION 3. That the Finance Officer, with the approval of the Mayor, is hereby authorized to issue at one time or from time to time notes in anticipation of said bonds, notes or lease purchases and to renew or refund the same under and pursuant to and to the extent authorized by RSA 33:7a.

SECTION 4. That an amount sufficient to pay the principal of and interest on said bonds, notes or lease purchases payable in each year during which they are outstanding be and hereby is appropriated and, to the extent other funds are not available for such purpose, said amount shall be included in the tax levy for each year until the debt represented by said bonds, notes or lease purchases is extinguished.

City of Manchester
New Hampshire

In the year Two Thousand and Twenty One

A RESOLUTION

“Authorizing Bonds, Notes or Lease Purchases in the amount of One Million Three Hundred Thousand Dollars (\$1,300,000) for the 2022 CIP 710922 MER Program (Public Works).”

Resolved by the Board of Mayor and Aldermen of the City of Manchester as follows:

SECTION 5. That the bonds, notes or lease purchases herein authorized may be consolidated with any other issue of bonds, notes or lease purchases heretofore or hereafter authorized, provided that the last annual installment of any such consolidated issue shall be payable not later than the date on which the last annual installment of the bonds, notes or lease purchases herein authorized must be payable pursuant to this Resolution.

SECTION 6. This Resolution shall take effect upon its passage.

City of Manchester *New Hampshire*

In the year Two Thousand and Twenty One

A RESOLUTION

“Authorizing Bonds, Notes or Lease Purchases in the amount of One Million Two Hundred Thousand Dollars (\$1,200,000) for the 2022 CIP 710922 MER Program (Fire Dept.). ”

Resolved by the Board of Mayor and Aldermen of the City of Manchester as follows:

SECTION 1. That there be and hereby is authorized under and pursuant to the Municipal Finance Act, and any other enabling authority, the issuance and sale of general obligation serial bonds, notes or lease purchases of the City in the aggregate principal amount of One Million Two Hundred Thousand Dollars (\$1,200,000) as one or more separate bond, note or lease purchase issues for purposes stated in Section 3 of said Act, as more specifically hereinafter indicated. The bonds, notes or lease purchases of each issue shall bear the City Seal, shall be signed by the manual or facsimile signature of the Mayor, countersigned by the manual or facsimile signature of the Finance Officer and shall be payable in such annual installments as shall be determined by the Finance Officer with the approval of the Mayor. Except as otherwise provided by law and this Resolution, discretion to fix the date, maturities, denomination, place of payment, form and other details of each issue of said bonds, notes or lease purchases and of providing for the sale thereof is hereby delegated to the Finance Officer.

SECTION 2. That the proceeds of said bonds, notes or lease purchases be and they are hereby appropriated for the purpose of financing costs of the following public works and improvements of a permanent nature, hereby authorized namely,

Purpose	Amount
2022—	
710922 MER Program (Fire Dept.)	\$1,200,000

It is hereby declared that the vehicles to be financed by said bonds, notes or lease purchases have a useful life in excess of 15 years.

SECTION 3. That the Finance Officer, with the approval of the Mayor, is hereby authorized to issue at one time or from time to time notes in anticipation of said bonds, notes or lease purchases and to renew or refund the same under and pursuant to and to the extent authorized by RSA 33:7a.

SECTION 4. That an amount sufficient to pay the principal of and interest on said bonds, notes or lease purchases payable in each year during which they are outstanding be and hereby is appropriated and, to the extent other funds are not available for such purpose, said amount shall be included in the tax levy for each year until the debt represented by said bonds, notes or lease purchases is extinguished.

City of Manchester
New Hampshire

In the year Two Thousand and Twenty One

A RESOLUTION

“Authorizing Bonds, Notes or Lease Purchases in the amount of One Million Two Hundred Thousand Dollars (\$1,200,000) for the 2022 CIP 710922 MER Program (Fire Dept.). ”

Resolved by the Board of Mayor and Aldermen of the City of Manchester as follows:

SECTION 5. That the bonds, notes or lease purchases herein authorized may be consolidated with any other issue of bonds, notes or lease purchases heretofore or hereafter authorized, provided that the last annual installment of any such consolidated issue shall be payable not later than the date on which the last annual installment of the bonds, notes or lease purchases herein authorized must be payable pursuant to this Resolution.

SECTION 6. This Resolution shall take effect upon its passage.

City of Manchester *New Hampshire*

In the year Two Thousand and Twenty One

A RESOLUTION

“Authorizing Bonds, Notes or Lease Purchases in the amount of One Million Dollars (\$1,000,000) for the 2022 CIP 711422 Riverwalk/Heritage Trail Construction (DPW Highway).”

Resolved by the Board of Mayor and Aldermen of the City of Manchester as follows:

SECTION 1. That there be and hereby is authorized under and pursuant to the Municipal Finance Act, and any other enabling authority, the issuance and sale of general obligation serial bonds, notes or lease purchases of the City in the aggregate principal amount of One Million Dollars (\$1,000,000) as one or more separate bond, note or lease purchase issues for purposes stated in Section 3 of said Act, as more specifically hereinafter indicated. The bonds, notes or lease purchases of each issue shall bear the City Seal, shall be signed by the manual or facsimile signature of the Mayor, countersigned by the manual or facsimile signature of the Finance Officer and shall be payable in such annual installments as shall be determined by the Finance Officer with the approval of the Mayor. Except as otherwise provided by law and this Resolution, discretion to fix the date, maturities, denomination, place of payment, form and other details of each issue of said bonds, notes or lease purchases and of providing for the sale thereof is hereby delegated to the Finance Officer.

SECTION 2. That the proceeds of said bonds, notes or lease purchases be and they are hereby appropriated for the purpose of financing costs of the following public works and improvements of a permanent nature, hereby authorized namely,

Purpose	Amount
2022 –	
CIP 711422 Riverwalk/Heritage Trail Construction (DPW Highway)	\$1,000,000

It is hereby declared that the vehicles to be financed by said bonds, notes or lease purchases have a useful life in excess of 10 years.

SECTION 3. That the Finance Officer, with the approval of the Mayor, is hereby authorized to issue at one time or from time to time notes in anticipation of said bonds, notes or lease purchases and to renew or refund the same under and pursuant to and to the extent authorized by RSA 33:7a.

SECTION 4. That an amount sufficient to pay the principal of and interest on said bonds, notes or lease purchases payable in each year during which they are outstanding be and hereby is appropriated and, to the extent other funds are not available for such purpose, said amount shall be included in the tax levy for each year until the debt represented by said bonds, notes or lease purchases is extinguished.

City of Manchester
New Hampshire

In the year Two Thousand and Twenty One

A RESOLUTION

“Authorizing Bonds, Notes or Lease Purchases in the amount of One Million Dollars (\$1,000,000) for the 2022 CIP 711422 Riverwalk/Heritage Trail Construction (DPW Highway).”

Resolved by the Board of Mayor and Aldermen of the City of Manchester as follows:

SECTION 5. That the bonds, notes or lease purchases herein authorized may be consolidated with any other issue of bonds, notes or lease purchases heretofore or hereafter authorized, provided that the last annual installment of any such consolidated issue shall be payable not later than the date on which the last annual installment of the bonds, notes or lease purchases herein authorized must be payable pursuant to this Resolution.

SECTION 6. This Resolution shall take effect upon its passage.

City of Manchester *New Hampshire*

In the year Two Thousand and Twenty One

A RESOLUTION

“Authorizing Bonds, Notes or Lease Purchases in the amount of Six Hundred Thousand Dollars (\$600,000) for the 2022 CIP 711522 Deferred Maintenance-Municipal (DPW Facilities).”

Resolved by the Board of Mayor and Aldermen of the City of Manchester as follows:

SECTION 1. That there be and hereby is authorized under and pursuant to the Municipal Finance Act, and any other enabling authority, the issuance and sale of general obligation serial bonds, notes or lease purchases of the City in the aggregate principal amount of Six Hundred Thousand Dollars (\$600,000) as one or more separate bond, note or lease purchase issues for purposes stated in Section 3 of said Act, as more specifically hereinafter indicated. The bonds, notes or lease purchases of each issue shall bear the City Seal, shall be signed by the manual or facsimile signature of the Mayor, countersigned by the manual or facsimile signature of the Finance Officer and shall be payable in such annual installments as shall be determined by the Finance Officer with the approval of the Mayor. Except as otherwise provided by law and this Resolution, discretion to fix the date, maturities, denomination, place of payment, form and other details of each issue of said bonds, notes or lease purchases and of providing for the sale thereof is hereby delegated to the Finance Officer.

SECTION 2. That the proceeds of said bonds, notes or lease purchases be and they are hereby appropriated for the purpose of financing costs of the following public works and improvements of a permanent nature, hereby authorized namely,

Purpose	Amount
2022 –	
711522 Deferred Maintenance-Municipal (DPW-Facilities)	\$600,000

It is hereby declared that the vehicles to be financed by said bonds, notes or lease purchases have a useful life in excess of 15 years.

SECTION 3. That the Finance Officer, with the approval of the Mayor, is hereby authorized to issue at one time or from time to time notes in anticipation of said bonds, notes or lease purchases and to renew or refund the same under and pursuant to and to the extent authorized by RSA 33:7a.

SECTION 4. That an amount sufficient to pay the principal of and interest on said bonds, notes or lease purchases payable in each year during which they are outstanding be and hereby is appropriated and, to the extent other funds are not available for such purpose, said amount shall be included in the tax levy for each year until the debt represented by said bonds, notes or lease purchases is extinguished.

City of Manchester
New Hampshire

In the year Two Thousand and Twenty One

A RESOLUTION

“Authorizing Bonds, Notes or Lease Purchases in the amount of Six Hundred Thousand Dollars (\$600,000) for the 2022 CIP 711522 Deferred Maintenance-Municipal (DPW Facilities).”

Resolved by the Board of Mayor and Aldermen of the City of Manchester as follows:

SECTION 5. That the bonds, notes or lease purchases herein authorized may be consolidated with any other issue of bonds, notes or lease purchases heretofore or hereafter authorized, provided that the last annual installment of any such consolidated issue shall be payable not later than the date on which the last annual installment of the bonds, notes or lease purchases herein authorized must be payable pursuant to this Resolution.

SECTION 6. This Resolution shall take effect upon its passage.

City of Manchester *New Hampshire*

In the year Two Thousand and Twenty One

A RESOLUTION

“Authorizing Bonds, Notes or Lease Purchases in the amount of Three Million Dollars (\$3,000,000) for the 2022 CIP 711622 FY22 Deferred Maintenance-Facilities (DPW Facilities—Schools).”

Resolved by the Board of Mayor and Aldermen of the City of Manchester as follows:

SECTION 1. That there be and hereby is authorized under and pursuant to the Municipal Finance Act, and any other enabling authority, the issuance and sale of general obligation serial bonds, notes or lease purchases of the City in the aggregate principal amount of Three Million Dollars (\$3,000,000) as one or more separate bond, note or lease purchase issues for purposes stated in Section 3 of said Act, as more specifically hereinafter indicated. The bonds, notes or lease purchases of each issue shall bear the City Seal, shall be signed by the manual or facsimile signature of the Mayor, countersigned by the manual or facsimile signature of the Finance Officer and shall be payable in such annual installments as shall be determined by the Finance Officer with the approval of the Mayor. Except as otherwise provided by law and this Resolution, discretion to fix the date, maturities, denomination, place of payment, form and other details of each issue of said bonds, notes or lease purchases and of providing for the sale thereof is hereby delegated to the Finance Officer.

SECTION 2. That the proceeds of said bonds, notes or lease purchases be and they are hereby appropriated for the purpose of financing costs of the following public works and improvements of a permanent nature, hereby authorized namely,

Purpose	Amount
2022 –	
711622 FY22 Deferred Maintenance-Facilities (DPW Facilities-Schools)	\$3,000,000

It is hereby declared that the vehicles to be financed by said bonds, notes or lease purchases have a useful life in excess of 15 years.

SECTION 3. That the Finance Officer, with the approval of the Mayor, is hereby authorized to issue at one time or from time to time notes in anticipation of said bonds, notes or lease purchases and to renew or refund the same under and pursuant to and to the extent authorized by RSA 33:7a.

SECTION 4. That an amount sufficient to pay the principal of and interest on said bonds, notes or lease purchases payable in each year during which they are outstanding be and hereby is appropriated and, to the extent other funds are not available for such purpose, said amount shall be included in the tax levy for each year until the debt represented by said bonds, notes or lease purchases is extinguished.

City of Manchester
New Hampshire

In the year Two Thousand and Twenty One

A RESOLUTION

“Authorizing Bonds, Notes or Lease Purchases in the amount of Three Million Dollars (\$3,000,000) for the 2022 CIP 711522 FY22 Deferred Maintenance-Facilities (DPW Facilities-Schools).”

Resolved by the Board of Mayor and Aldermen of the City of Manchester as follows:

SECTION 5. That the bonds, notes or lease purchases herein authorized may be consolidated with any other issue of bonds, notes or lease purchases heretofore or hereafter authorized, provided that the last annual installment of any such consolidated issue shall be payable not later than the date on which the last annual installment of the bonds, notes or lease purchases herein authorized must be payable pursuant to this Resolution.

SECTION 6. This Resolution shall take effect upon its passage.

City of Manchester

New Hampshire

In the year Two Thousand and Twenty One

A RESOLUTION

“Authorizing Bonds, Notes or Lease Purchases in the amount of One Million One Hundred Three Thousand Six Hundred Fifty Two Dollars (\$1,103,652) for the 2022 CIP 810522 Various Technology Projects (Information Systems).”

Resolved by the Board of Mayor and Aldermen of the City of Manchester as follows:

SECTION 1. That there be and hereby is authorized under and pursuant to the Municipal Finance Act, and any other enabling authority, the issuance and sale of general obligation serial bonds, notes or lease purchases of the City in the aggregate principal amount of One Million One Hundred Three Thousand Six Hundred Fifty Two Dollars (\$1,103,652) as one or more separate bond, note or lease purchase issues for purposes stated in Section 3 of said Act, as more specifically hereinafter indicated. The bonds, notes or lease purchases of each issue shall bear the City Seal, shall be signed by the manual or facsimile signature of the Mayor, countersigned by the manual or facsimile signature of the Finance Officer and shall be payable in such annual installments as shall be determined by the Finance Officer with the approval of the Mayor. Except as otherwise provided by law and this Resolution, discretion to fix the date, maturities, denomination, place of payment, form and other details of each issue of said bonds, notes or lease purchases and of providing for the sale thereof is hereby delegated to the Finance Officer.

SECTION 2. That the proceeds of said bonds, notes or lease purchases be and they are hereby appropriated for the purpose of financing costs of the following public works and improvements of a permanent nature, hereby authorized namely,

Purpose	Amount
2022 –	
810522 Various Technology Projects (Information Systems)	\$1,103,652

It is hereby declared that the vehicles to be financed by said bonds, notes or lease purchases have a useful life in excess of 10 years.

SECTION 3. That the Finance Officer, with the approval of the Mayor, is hereby authorized to issue at one time or from time to time notes in anticipation of said bonds, notes or lease purchases and to renew or refund the same under and pursuant to and to the extent authorized by RSA 33:7a.

SECTION 4. That an amount sufficient to pay the principal of and interest on said bonds, notes or lease purchases payable in each year during which they are outstanding be and hereby is appropriated and, to the extent other funds are not available for such purpose, said amount shall be included in the tax levy for each year until the debt represented by said bonds, notes or lease purchases is extinguished.

City of Manchester
New Hampshire

In the year Two Thousand and Twenty One

A RESOLUTION

“Authorizing Bonds, Notes or Lease Purchases in the amount of One Million One Hundred Three Thousand Six Hundred Fifty Two Dollars (\$1,103,652) for the 2022 CIP 810522 Various Technology Projects (Information Systems).”

Resolved by the Board of Mayor and Aldermen of the City of Manchester as follows:

SECTION 5. That the bonds, notes or lease purchases herein authorized may be consolidated with any other issue of bonds, notes or lease purchases heretofore or hereafter authorized, provided that the last annual installment of any such consolidated issue shall be payable not later than the date on which the last annual installment of the bonds, notes or lease purchases herein authorized must be payable pursuant to this Resolution.

SECTION 6. This Resolution shall take effect upon its passage.

City of Manchester New Hampshire

In the year Two Thousand and Twenty-One

AN ORDINANCE

“Amending Chapter 32: Boards, Commissions and Departments of the Code of Ordinances of the City of Manchester by adding Section 32.130 to establish a Housing Commission.”

Be it Ordained, by the Board of Mayor and Aldermen of the City of Manchester, as follows:

I. Amend the Code of Ordinances by adding the following language.

HOUSING COMMISSION

32.130 ESTABLISHED.

A Housing Commission for the city is hereby established pursuant to RSA 674-44:h.

32.131 PURPOSE.

The establishment of the Housing Commission shall be for the stated purpose of recognizing, promoting, enhancing, encouraging, and developing a balanced and diverse supply of housing to meet the economic, social, and physical needs of the City of Manchester and its residents.

32.132 COMPOSITION; TERMS.

The Commission shall consist of five members, all residents of the city and all appointed by the Mayor, subject to the approval of the Board of Mayor and Aldermen. In addition, the Mayor, subject to the approval of the Board of Mayor and Aldermen, may appoint two alternate members to the Commission, who shall be residents of the city and who shall have full voting powers when designated by the Chairperson to act in the place of an absent or disqualified member. Appointments of respective successors and of alternate members, both original and successor, shall be for three-year terms. The second term Chairperson shall be selected by the members from one of their number. Any member or alternate member of the Commission so appointed may, after a public hearing if requested, be removed for cause pursuant to the City Charter. A vacancy occurring otherwise than by expiration of a term shall be filled for the unexpired term in the same manner as an original appointment.

32.133 POWERS AND DUTIES.

The Housing Commission shall have authority to:

(A) Conduct a housing needs assessment, which may be done in cooperation with the regional housing needs assessment compiled by the regional planning commission under RSA 36:47, II.

(B) Conduct activities to recognize, promote, enhance, and encourage the development of housing, particularly affordable and workforce housing.

(C) Assist the planning board, as requested, in the development and review of those sections of the master plan which address housing, and those sections of the zoning ordinance, subdivision regulations, and site plan regulations that address housing or otherwise have the potential to affect the cost or availability of housing.

City of Manchester *New Hampshire*

In the year Two Thousand and Twenty-One

AN ORDINANCE

“Amending Chapter 32: Boards, Commissions and Departments of the Code of Ordinances of the City of Manchester by adding Section 32.130 to establish a Housing Commission.”

Be it Ordained, by the Board of Mayor and Aldermen of the City of Manchester, as follows:

- (D) Advise, upon request, local agencies and other local boards in their review of requests on matters affecting or potentially affecting housing resources.
- (E) Coordinate activities with appropriate service organizations and nonprofit groups.
- (F) Publicize and report its activities.
- (G) Hire consultants and contractors.
- (H) Subject to the approval of the Board of Mayor and Aldermen, receive gifts of money and property, both real and personal, in the name of the City, to assist in carrying out the purpose of this section.
- (I) Hold meetings and hearings necessary to carry out its duties.

The Commission shall adopt bylaws and shall keep accurate records of its meetings and actions and shall file an annual report with the Board of Mayor and Aldermen which shall be in the annual city report.

The Housing Commission may make recommendations to the Board of Mayor and Aldermen for the acquisition of real property, in the name of the city by gift, purchase, grant, bequest, devise, lease, development rights, covenant, or other contractual right, including conveyances with conditions, limitations, or reversions, as may be necessary to maintain, improve, protect, limit the future use of, or otherwise conserve and properly use the affordable housing of the City, and shall manage and control the same; provided, however, that the City or Housing Commission shall not have the right to condemn property for these purposes. The Housing Commission may make recommendations to the Board of Mayor and Aldermen for the disposal of property so acquired. Prior to the recommendation of use of funds for the purchase of any interest in real property, the Housing Commission shall hold a public hearing with notice in accordance with RSA 675:7.

31.134 HOUSING COMMISSION FUND

The Board of Mayor and Aldermen may appropriate money to the Housing Commission as necessary to carry out its purposes. The whole or any part of money so appropriated in any year and any gifts of money or property received under 31.133 I(H) shall be placed in a Housing Commission Fund and allowed to accumulate from year to year. The Housing Commission Fund shall remain separate from all other City funds, including the Affordable Housing Trust, which is administered by the Community Improvement Program.

The Finance Director shall have custody of all moneys in the Housing Commission Fund and shall pay out the same only upon order of the Housing Commission. The disbursement of these funds shall be authorized by a majority of the Housing Commission.

II. This ordinance shall take effect upon its passage.

City of Manchester *New Hampshire*

In the year Two Thousand and Twenty-One

AN ORDINANCE

“Amending Chapter 39: Procurement Code of the City of Manchester by adding a new item under §39.05 (C) to include language regarding inclusion.”

Be it Ordained, by the Board of Mayor and Aldermen of the City of Manchester, as follows:

I. Amend the Code of Ordinances by inserting new language as bolded (**bold**). Portions of the following sections that remain unchanged appear to be regular type.

§ 39.05 GENERAL PROCUREMENT AND AWARD PROVISIONS.

(C) Awards. Contracts for the procurement of supplies, materials and construction shall be awarded to the lowest responsible bidder unless otherwise provided for in the bidding documents or in the procurement code. The basis of award shall always be defined in the bidding documents. Among other factors that may be considered in determining lowest responsible bidders are the following:

- (1) Capability. The ability and skill of the bidder to perform the contract.
- (2) Timeliness. Whether the bidder can perform the contract or furnish the supplies promptly, in accordance with plans and specifications, or within the time specified, without delay or interference.
- (3) Previous performance. The character, integrity, reputation, judgment, experience and efficiency of the bidder.
- (4) Quality. The quality of supplies or performance on previous purchases or contracts, including known quality based on previous use, and the quality, availability and adaptability of the suppliers or contractual services to the particular use.
- (5) Legal compliance. Previous and existing compliance by the bidder with laws and ordinances relating to the contract.
- (6) Conditions. The number and scope of conditions attached to the bid by the bidder.
- (7) **Inclusion. The company has a non-discrimination policy that expressly covers, but is not limited to, race, ethnicity, color, gender, age, national origin, religion, marital status, sexual orientation, gender identity, results of genetic testing, physical or mental disability or veteran status.**

II. This ordinance shall take effect upon passage.

City of Manchester
New Hampshire

In the year Two Thousand and twenty-one

AN ORDINANCE

“Amending Section 33.026 (Equipment Mechanic I) of the Code of Ordinances of the City of Manchester.”

SECTION 33.026 CLASS SPECIFICATIONS to be amended as follows:

Change Equipment Mechanic I, Class Code 5530, Grade 16 (specs attached)

This Ordinance shall take effect upon its passage and all Ordinances or parts of Ordinances inconsistent therewith are hereby repealed.

City of Manchester
New Hampshire

In the year Two Thousand and twenty-one

AN ORDINANCE

“Amending Section 33.025, & 33.026 (Assistant WWTP Maintenance Supervisor) of the Code of Ordinances of the City of Manchester.”

SECTION 33.025 COMPENSATION OF POSITIONS to be amended as follows:

Change Assistant WWTP Maintenance Supervisor, Class Code 4070, Grade 19 to 20

SECTION 33.026 CLASS SPECIFICATIONS to be amended as follows:

Change Assistant WWTP Maintenance Supervisor, Class Code 4070, Grade 20 (specs attached)

This Ordinance shall take effect upon its passage and all Ordinances or parts of Ordinances inconsistent therewith are hereby repealed.

City of Manchester
New Hampshire

In the year Two Thousand and twenty-one

AN ORDINANCE

“Amending Section 33.025, & 33.026 (Traffic Operations Superintendent) of the Code of Ordinances of the City of Manchester.”

SECTION 33.025 COMPENSATION OF POSITIONS to be amended as follows:

Change Traffic Operations Superintendent, Class Code 5275, Grade 19 to 20

SECTION 33.026 CLASS SPECIFICATIONS to be amended as follows:

Change Traffic Operations Superintendent, Class Code 5275, Grade 20 (specs attached)

This Ordinance shall take effect upon its passage and all Ordinances or parts of Ordinances inconsistent therewith are hereby repealed.